

**PROCEEDINGS OF THE BROWN COUNTY BOARD OF SUPERVISORS**  
**MARCH 21, 2018**

Pursuant to Section 19.84 and 59.14, Wis. Stats., notice is hereby given to the public that the REGULAR meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** was held on **Wednesday, March 21, 2018 at 7:00 p.m.**, in the Legislative Room 203, 100 North Jefferson Street, Green Bay, Wisconsin.

The following matters will be considered:

Call to order at 7:00 p.m.

Invocation.

Pledge of Allegiance.

Opening Roll Call: De Wane, Nicholson, Hoyer, Gruszynski, Lefebvre, Erickson, Zima, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Clancy, Campbell, Moynihan, Schadewald, Lund.

Excused: Becker, Sieber

Total Present: 23 Total Excused: 2

**No. 1 -- ADOPTION OF AGENDA.**

A motion was made by Supervisor Nicholson and seconded by Supervisor De Wane **“to approve agenda.”** Voice vote taken. Motion carried unanimously.

**\*\*Presentation\*\***

**Commendation to Supervisor William M Clancy**

Chairman Moynihan and Executive Streckenbach presented Supervisor Clancy with accolades for his final meeting and his thirty years of service on the County Board.

**No. 2 -- COMMENTS FROM THE PUBLIC:**

- a) State name and address for the record.
- b) Comments will be limited to five minutes.
- c) The Board's role is to listen to public comments, and not ask questions, discuss nor take action regarding public comments.

Marty Adams, 1848 Mill Road, Greenleaf, addressed the board regarding inaction on issues in regards to the Swat Team not alerting surrounding homes of its presence; and the Brown County mental health department for lack of involvement to the resident needing services.

**No. 3 -- ADOPTION OF MINUTES OF FEBRUARY 21, 2018.**

A motion was made by Supervisor Nicholson and seconded by Supervisor Gruszynski **“to adopt minutes.”** Voice vote taken. Motion carried unanimously.

**No. 4 -- ANNOUNCEMENTS BY SUPERVISORS.**

Supervisor Brusky addressed the Board that Senate Bill 54 was not taken up by the State Senate. Supervisor Brusky urged her fellow Supervisors to contact legislators in the Assembly and the Senate in hopes of passing this legislation next year.

Supervisor Brusky applauded St. Norbert College’s “match day” where all 15 medical candidates were matched for residency and 2 students accepted a position for residency in the Brown County Psychiatry Program.

Supervisor Lefebvre spoke of the Women’s Trail Blazer Event and how they uncovered information regarding the first woman, Ane M. Hanrahan, elected in the state of Wisconsin to the office of Brown County Board Supervisor, in 1923. Supervisor Lefebvre thanked the Brown County Library employees for their efforts in locating this information.

Supervisor Van Dyck joked that the 32<sup>nd</sup>, 20<sup>th</sup>, and 17<sup>th</sup> Districts where Supervisor Clancy served, equals his age.

Supervisor Zima congratulated Supervisor Clancy on his thirty years of service and discussed their work together, as well as their friendship.

**No. 5 -- PRESENTATION OF COMMUNICATIONS FOR CONSIDERATION**

**LATE COMMUNICATIONS:**

**No. 5a -- FROM SUPERVISOR BRUSKY: REQUEST THE PUBLIC WORKS DEPARTMENT TO LOOK INTO RESOLUTION OF PROBLEMS RESULTING FROM TREE TRIMMING ON WEBSTER AVENUE.**

Referred to Planning, Development, and Transportation Committee.

**No. 6 -- APPOINTMENTS BY COUNTY BOARD CHAIR AND COUNTY EXECUTIVE.**

None.

**No. 7a -- REPORT BY BOARD CHAIRMAN.**

Chairman Moynihan congratulated Supervisors Gruszynski and Ballard on the recent birth of their daughters.

Chairman Moynihan announced that Supervisor Gruszynski will be running for the State Legislature in fall of 2018.

Chairman Moynihan expressed his pleasure in serving on the County Board over the past two years and congratulated his fellow Supervisors on all of their accomplishments including the historical vote for a limited term half percent County Sales Tax that occurred May, 2017. He also thanked Vice Chair Lund, County Board staff, Dan Process, Therese Giannunzio, Alicia Loehlein, and County Clerk Sandra Juno for their help and counseling. He also wished the best of luck to those running for County Board Supervisor in the upcoming election.

**No. 7b --      REPORT BY COUNTY EXECUTIVE.**

Executive Streckenbach expressed gratitude over the past two years for the strong relationship that has grown between the administration and the County Board.

Executive Streckenbach thanked and congratulated Supervisor Clancy for his thirty years of service.

County Executive Streckenbach extended an invitation to County Board Supervisors to attend the three Artificial Intelligence Symposiums to discuss what county government can do to innovate the county and the community as a whole.

Executive Streckenbach addressed the first Monopoly trivia giveaway and the continuation of searching for landmark trivia to include in the Monopoly giveaway.

Executive Streckenbach reiterated from the last County Board meeting that on March 28, 2018, Sheriff Gossage, Judge Morrison, Human Services Director Pritzl and he will attend a conference to discuss how to manage keeping incarcerated juveniles closer to home, while also dealing with the complexities of housing them. He noted that eleven counties will be participating in the discussion.

County Executive Streckenbach noted that the Corrections Bill was not taken up by the State Senate which will result in the County not receiving two additional prosecutors; and replacement of the Allouez Correctional Center.

**No. 8 --      OTHER REPORTS.    NONE.**

**No. 9 --      Standing Committee Reports**

**No. 9a --      REPORT OF ADMINISTRATION COMMITTEE OF MARCH 7, 2018.**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **ADMINISTRATION COMMITTEE** met in regular session on March 7, 2018 and recommends the following:

1. Review minutes of:
  - a. Housing Authority (January 15, 2018). Receive and place on file.

2. Communication from Supervisor Linssen re: To allocate up to \$150,000 for a study on options for regional Fiber-to-the-Premises development. To direct staff to develop and RFI for a public private partnership for wireless services throughout the county.
3. Communication from Supervisor Linssen re: To have the County Clerk report to the County Board regarding citizen reports of Election Day deregistration issues. To hold for one month.
4. Communication from Supervisor Hoyer re: Pursue contracting or hiring a grant specialist to find and complete grant applications in the area of Human Services. Receive and place on file.
5. Budget Adjustment Request (18-38): Reallocation between two or more departments, regardless of amount (Sheriff). To approve.
6. Budget Adjustment Request (18-44): Reallocation between two or more departments, regardless of amount. To approve.
7. Budget Adjustment Request (18-45): Reallocation between two or more departments, regardless of amount (Circuit Court). To approve.
8. An Ordinance to Amend Section 2.13 (Closed Sessions and Minutes) of Chapter 2 of the Brown County Code of Ordinance. To approve. See Resolutions, Ordinances.
9. Child Support - Departmental Openings Summary. Receive and place on file.
10. Child Support - Director Summary. Receive and place on file.
11. Technology Services - Budget Status Financial Report for January 2018. Receive and place on file.
12. Technology Services - 2017-2018 Carryover Funds. Receive and place on file.
13. Technology Services Monthly Report.
  - a. Response to Fiber-to-the-Premises Development. Receive and place on file.
  - b. 2018 Cyber Security Report. Receive and place on file.
14. Treasurer's Report - Department Update. Receive and place on file.
15. Treasurer - Discussion and possible action on the sale of the following tax deed parcels:
  - a. Parcels SU-796-3, SU-796-4, SU-796-5 at E. Deerfield Ave. in the Village of Suamico (discuss results of meeting with Village of Suamico officials and BC Corp Counsel). To approve.
16. Corporation Counsel - Discussion Regarding Options to Revise Chapter 32 of the Brown County Code of Ordinances entitled "Equal Opportunity in Housing," Including Discussion on: 1) Entirely Revising Ch 32 to Utilize Existing State Enforcement Mechanisms (WI Department of of Workforce Development); and 2) the Implications of Adding Gender Identity as a Protected Class to Ch 32. *No action taken.*
17. Corporation Counsel Report. Receive and place on file.
18. HR - Budget Adjustment Request (18-37): Reallocation of up to 10% of the originally appropriated funds between and levels of appropriation (based on lesser of originally appropriated amounts). To approve.
- ~~19. HR - Resolution re: Establishing the Salaries of Certain Elective Officials Clerk of Courts and Sheriff.~~
20. HR - Budget Status Financial Report through December 2017. Receive and place on file.
21. HR - Turnover Reports. Receive and place on file.
22. HR - Department Vacancies Report. Receive and place on file.
23. HR - Health & Dental Plan Reports. Receive and place on file.
24. HR - Director's Report. Receive and place on file.
25. Dept. of Admin - Budget Adjustment Request (18-43): Any allocation from a department's fund balance. To approve.
26. Dept. of Admin - Budget Adjustment Log. Receive and place on file.
27. Dept. of Admin - Director's Report. Receive and place on file.
28. Dept. of Admin - Audit of bills. To acknowledge the receipt of the bills.



A motion was made by Supervisor Schadewald and seconded by Supervisor Nicholson “**to adopt.**” Motion carried unanimously with no abstentions.

**No. 9ai -- REPORT OF SPECIAL ADMINISTRATION COMMITTEE OF MARCH 21, 2018**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **SPECIAL ADMINISTRATION COMMITTEE** met in regular session on March 21, 2018 and recommends the following:

Technology Services

1. Approval of the lowest qualified bid for the 2018 BCCAN West Side Green Bay Area Public School District (GBAPSD) Project. A motion was made by Supervisor Vander Leest, seconded by Supervisor Kneiszel to “accept bid of Directional Drilling Services of \$611,362.”  
Vote taken. Motion carried unanimously.

A motion was made by Supervisor Kneiszel and seconded by Supervisor Schadewald “**to adopt.**” Motion carried unanimously with no abstentions.

**No. 9b -- REPORT OF EDUCATION AND RECREATION COMMITTEE OF FEBRUARY 22, 2018**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **Education and Recreation Committee** met in regular session on February 22, 2018 and recommends the following:

1. Review Minutes of: None.
2. Golf Course - Superintendent’s Report. Receive and place on file.
3. Library Report/Director’s Report. Receive and place on file.
4. Museum - Director’s Report. Receive and place on file.
5. Museum - 2017 Annual Report (Informational Only). Receive and place on file.
6. NEW Zoo 2017 to 2018 Carryover Funds. To approve the NEW Zoo 2017 to 2018 Carryover Funds.
7. NEW Zoo Director’s Report and Zoo Monthly Activity Reports. Receive and place on file.
8. Park 2017 to 2018 Carryover Funds. To approve the Parks 2017 to 2018 Carryover Funds.
9. Park Dept. - January 2018 Park Attendance and Field Staff Reports. Receive and place on file.
10. Park Dept. - Discussion re: Fairgrounds Master Plan. *No action taken.*

11. Park Dept. - Resolution to Approve Land Use Agreement regarding the Fox River State Trail. To recommend approval of the resolution. See Resolutions, Ordinances.
12. Park Dept. - Resolution to Authorize AT&T Communication Utility Lines Easement on County Property. To approve. See Resolutions, Ordinances.
13. Park Dept. - Resolution Authorizing the Transfer of Ownership of Park Land to the Village of Wrightstown. To approve. See Resolutions, Ordinances.
14. Park Dept. - Assistant Director's Report. Receive and place on file.
15. Audit of bills. To pay the bills.

A motion was made by Supervisor Ballard and seconded by Supervisor Gruszynski **"to adopt."** Voice vote taken. Motion carried unanimously with no abstentions.

**No. 9bi -- REPORT OF SPECIAL EDUCATION AND RECREATION COMMITTEE OF MARCH 21, 2018**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **SPECIAL EDUCATION AND RECREATION COMMITTEE** met in regular session on March 21, 2018 and recommends the following:

**Parks Department**

1. Resolution Providing Preliminary Approval for the Brown County Fair Association (FA) to Construct a Storage Building on County Fairgrounds Property, to Donate Said Building to the County, and for the County to Lease Said Building Back to the FA. Motion was made by Supervisor Campbell and seconded by Supervisor Lefebvre to approve. Vote taken. Motion carried 4 to 1. Aye: Van Dyck, Ballard, Lefebvre, Campbell. Nay: Gruszynski.
2. Resolution to Consent to Underground Gas Line Easement on the Devil's River State Trail – New Organic Digestion, LLC. Motion was made by Supervisor Ballard, seconded by Supervisor Gruszynski to approve. Vote taken. Motion carried unanimously.

A motion was made by Supervisor Ballard and seconded by Supervisor Campbell **"to adopt."** Voice vote taken. Motion carried unanimously with no abstentions.

**No. 9c -- REPORT OF EXECUTIVE COMMITTEE OF MARCH 12, 2018.**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **EXECUTIVE COMMITTEE** met in regular session on March 12, 2018 and recommends the following:

1. Review Minutes of: None.
2. Legal Bills - Review and Possible Action on Legal Bills to be paid. To pay the legal bills.

3. Communication from Supervisor Becker re: Form an ad hoc committee to examine redistricting process. To hold until the May Executive Committee meeting.
4. Communication Supervisor Linssen re: To discuss lowering ballot access signature requirement for the Brown County Board.
  - i. To hold until the May Executive Committee meeting.
  - ii. To reconsider Item 4.
  - iii. Receive and place on file.
5. Resolution Approving Budget Carryover Request from 2017 to 2018. To approve. See Resolutions, Ordinances.
6. Resolution to Approve Land Use Agreement regarding the Fox River State Trail. To approve. See Resolutions, Ordinances.
7. Resolution Authorizing the Transfer of Ownership of Park Land to the Village of Wrightstown. To approve. See Resolutions, Ordinances.
8. Resolution Providing Preliminary Approval for the Brown County Fair Association (FA) to Construct a Storage Building on County Fairgrounds Property, to Donate Said Building to the County, and for the County to Lease Said Building Back to the FA. To approve. See Resolutions, Ordinances.
9. Resolution to Authorize AT&T Communication Utility Lines Easement on County Property. To approve. See Resolutions, Ordinances.
10. An Ordinance to Amend Section 3.25 (County Vehicle I.D. Markings) of Chapter 3 of the Brown County Code of Ordinances. To approve. See Resolutions, Ordinances.
11. Resolution re: A Table of Organization Change in the Health and Human Services Department – Community Services Division. To approve. See Resolutions, Ordinances.
12. Resolution re: A Change in the Port and Resource Recovery Table of Organization. To approve. See Resolutions, Ordinances.
13. Resolution re: A Table of Organization Change in the Veterans Services Department Clerk/Typist I Position. To approve. See Resolutions, Ordinances.
14. Resolution re: Establishing the Salaries of Certain Elective Officials Clerk of Courts and Sheriff. Receive and place on file. See Resolutions, Ordinances.
  - a) Resolution Establishing the Total Annual Compensation of the Brown County Clerk of Courts – 2019 to 2022. To approve as presented. See Resolutions, Ordinances.
  - b) Resolution Establishing the Total Annual Compensation of the Brown County Sheriff – 2019 to 2022. To increase the Sheriff's salary by \$1,500 per year. See Resolutions, Ordinances.
15. An Ordinance to Amend Subsections 2.13(4)(h) AND (i), AND (5)(a) AND (f), Of Chapter 2 of the Brown County Code of Ordinances. Receive and place on file. See Resolutions, Ordinances.
16. An Ordinance to Amend Section 2.13 (Closed Sessions and Minutes) of Chapter 2 of the Brown County Code of Ordinances. To approve. See Resolutions, Ordinances.
17. Internal Auditor Report
  - a) Status Update: February 1 – February 28, 2018. Receive and place on file.
18. Corporation Counsel Redistricting Information for Discussion. Receive and place on file.
19. Corporation Counsel's Report. *No action taken.*
20. HR - Budget Status Financial Report through December 2017. Receive and place on file.
21. HR - Turnover Reports. Receive and place on file.
22. HR - Department Vacancies Report. Receive and place on file.
23. HR - Health & Dental Plan Reports. Receive and place on file.
24. HR - Director's Report. *No action taken.*
25. Director of Administration's Report. Receive and place on file.
26. County Executive's Report. *No action taken.*

A motion was made by Vice Chair Lund and seconded by Supervisor Clancy “**to adopt.**” Voice vote taken. Motion carried unanimously with no abstentions.

**No. 9d -- REPORT OF HUMAN SERVICES COMMITTEE OF FEBRUARY 28, 2018**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **Human Services Committee** met in regular session on February 28, 2018 and recommends the following:

1. Review Minutes of:
  - a) Children with Disabilities Education Board (December 19, 2017).
  - b) Criminal Justice Coordinating Board (January 11, 2018).
  - c) Mental Health Treatment Committee (January 17, 2018).
  - d) Veterans’ Recognition Subcommittee (January 16, 2018).
    - i. To suspend the rules and take 1 a – d together.
    - ii. Receive and place on file items 1 a – d.
2. Treatment Court Update from Judge Zuidmulder. *No action taken.*
3. Communication from Supervisor Becker (etal.) re: To Human Services Committee: Explore a possible partnership with an interested Brown County School District, to allow them access to Brown County’s mental health programs, services, and counselors. To refer to staff to learn more about the La Crosse model and other information discussed and bring back at the May Human Services Committee meeting.
4. Wind Turbine Update - Receive new information – Standing Item. *No action taken.*
5. Formally Identify Members of the Mental Health Ad Hoc Committee. To direct staff to provide direction as to what powers a Committee Chair has to appoint members to an ad hoc Committee and to define who the members of the Mental Health Ad Hoc Committee should be.
6. Resolution Increasing the Size of the Brown County Children with Disabilities Education Board. To approve. See Resolutions, Ordinances.
7. Veterans Srvc - 2017 to 2018 Carryover Funds. To approve.
8. Veterans Srvc - Resolution regarding a Table of Organization Change in the Veterans Services Department Clerk/Typist I Position. To approve. See Resolutions, Ordinances.
9. Human Srvc Dept. - 2017 to 2018 Carryover Funds. To approve.
10. Human Srvc Dept. - Budget Adjustment Request (17-106) – Any increase in expenses with an offsetting increase in revenue. To approve.
11. Human Srvc Dept. - Budget Adjustment Request (18-42) – Any increase in expenses with an offsetting increase in revenue. To approve.
12. Human Srvc Dept. - Resolution regarding a Table of Organization Change in the Health and Human Services Department – Community Services Division. To approve. See Resolutions, Ordinances.
13. Human Srvc Dept. - Substance Use Prevention Education Activities. Receive and place on file.
14. Human Srvc Dept. - Executive Director’s Report. Receive and place on file.
15. Human Srvc Dept. - Financial Report for Community Treatment Center and Community Services. Receive and place on file.
16. Human Srvc Dept. - Statistical Reports.

- a) Monthly CTC Data.
  - i. Bay Haven Crisis Diversion.
  - ii. Nicolet Psychiatric Hospital.
  - iii. CTC Double Shifts.
- b) Child Protection – Child Abuse/Neglect Report.
- c) Monthly Contract Update.
  - i. To suspend the rules and take Items 16a-c together.
  - ii. Receive and place on file Items 16a-c.
- 17. Human Srvc Dept. - Request for New Non-Continuous and Contract Providers and New Provider Contract. To approve.
- 18. Audit of bills. To acknowledge receipt of the bills.

A motion was made by Supervisor Hoyer and seconded by Supervisor Brusky **“to adopt.”**  
Voice vote taken. Motion carried unanimously with no abstentions.

**No. 9e -- REPORT OF PLANNING, DEVELOPMENT AND TRANSPORTATION  
COMMITTEE OF FEBRUARY 26, 2018**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **Planning, Development and Transportation Committee** met in regular session on February 26, 2018 and recommends the following:

1. Review Minutes of:
  - a. Harbor Commission (November 13, 2017 and January 8, 2018).
  - b. Planning Commission Board of Directors (December 6, 2017).
  - c. Solid Waste Board (November 27, 2017 and January 15, 2018).
    - i. To suspend the rules to take Items 1a, b & c together.
    - ii. Receive and place on file Items 1a, b & c.
2. Communication from Supervisor Schadewald re: Request for committee to evaluate changing speed limit on Highway J back to 45 mph, per resolution of Village of Hobart last night. To approve.
3. Communication from Supervisor De Wane re: For the County to help pay for street upgrades on E. Mason for The Natureway Expansion (Curbs, cuts, etc.).
  - i. To refer to staff; motion failed.
  - ii. Receive and place on file.
4. Airport - 2017 to 2018 Carryover Funds. To approve.
5. Airport - Open Positions Report. Receive and place on file.
6. Airport - 12-Hour Shift Report. Receive and place on file.
7. UW-Extension - Budget Adjustment Request (18-39) - Any increase in expenses with an offsetting increase in revenue. To approve.
8. Public Works - 2017 to 2018 Carryover Funds. To approve.
9. Public Works - An Ordinance to Amend Schedule A of Section 340.0003 of Chapter 340 of the Brown County Code of Ordinances. To approve. See Resolutions, Ordinances.
10. Public Works - Summary of Operations. Receive and place on file.
11. Public Works - Director's Report. Receive and place on file.
12. Port & Resource Recovery - 2017 to 2018 Carryover Funds. To approve.
13. Port & Resource Recovery - GLC Mineral Lease of Bylsby Ave. – Request for Approval. To approve.

14. Port & Resource Recovery - 2017 Resource Recovery Annual Report – Request for Approval. To approve.
15. Port & Resource Recovery - Director's Report. Receive and place on file.
16. Acknowledging the bills. To acknowledge the receipt of bills.

A motion was made by Supervisor Erickson and seconded by Supervisor Dantine "to adopt." Supervisor De Wane requested that item #3 be taken separately. Voice vote taken on the remainder of the report. Motion carried unanimously with no abstentions.

Item #3 – Communication from Supervisor De Wane re: For the County to help pay for street upgrades on E. Mason for the Natureway Expansion (Curb, cuts, etc.).

Following discussion a motion was made by Supervisor De Wane and seconded by Supervisor Evans "to refer Item #3 back to Planning, Development and Transportation Committee." Voice vote taken. Motion carried unanimously with no abstentions.

**No. 9ei-- REPORT OF SPECIAL PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF MARCH 21, 2018**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **Planning, Development and Transportation Committee** met in regular session on March 21, 2018 and recommends the following:

1. Resolution re: A Change in the Port and Resource Recovery Table of Organization. Motion was made by Supervisor Dantine, seconded by Supervisor Landwehr to approve. Vote taken. Motion carried unanimously.

A motion was made by Supervisor Landwehr and seconded by Supervisor Dantine "to adopt." Voice vote taken. Motion carried unanimously with no abstentions.

**No. 9eii-- REPORT OF LAND CONSERVATION SUBCOMMITTEE OF FEBRUARY 26, 2018**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **Land Conservation Subcommittee** met in regular session on February 26, 2018 and recommends the following:

1. Land Con - Open Positions Report. Receive and place on file.
2. Land Con - Directors Report.
  - a. Wildlife Damage Program Updates. Receive and place on file.
  - b. Demonstration Farm Network Updates. Receive and place on file.
  - c. Accomplishment Report for 2017. Receive and place on file.

A motion was made by Supervisor Kaster and seconded by Supervisor Landwehr “**to adopt.**” Voice vote taken. Motion carried unanimously with no abstentions.

**No. 9f --        REPORT OF PUBLIC SAFETY COMMITTEE OF MARCH 7, 2018.**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **PUBLIC SAFETY COMMITTEE** met in regular session on March 7, 2018 and recommends the following:

1. Review Minutes of:
  - a. Fire Investigation Task Force Board of Directors (December 14, 2017). Receive and place on file.
2. Treatment Court Update from Judge Zuidmulder. Receive and place on file.
3. Circuit Courts, Commissioners, Probate - Budget Adjustment Request (18-45): Reallocation between two or more departments, regardless of amount. To approve.
4. Circuit Courts, Commissioners, Probate - Director’s Report. *No action taken.*
5. District Attorney Report. Receive and place on file.
6. Public Safety Comm. - 2017-2018 Carryover Funds. To approve.
7. Budget Adjustment Request (18-44): Reallocation between two or more departments, regardless of amount. To approve.
8. Public Safety Comm. - Director’s Report. Receive and place on file.
9. Medical Examiner - Budget Status Financial Report for January 2018. Receive and place on file.
10. Medical Examiner 2018 Activity Spreadsheet. Receive and place on file.
11. Medical Examiner’s Report. Receive and place on file.
12. Sheriff - Budget Adjustment Request (18-38): Reallocation between two or more departments, regardless of amount. To approve.
13. Sheriff - Update on Jail Addition – *Standing item.* Receive and place on file.
14. Sheriff’s Report. Receive and place on file.
15. Resolution regarding Establishing the Salaries of Certain Elective Officials Clerk of Courts and Sheriff.
  - i. To increase the Sheriff’s salary by 2.5% per year; *motion withdrawn.*
  - ii. To increase the Sheriff’s salary by \$2,000 the first year and \$1,750 per year for the next three years.
  - iii. To increase the Clerk of Courts’ salary by \$1,500 per year. See Resolutions, Ordinances.
16. Communication from Supervisors Sieber/Linssen/Becker re: To include in the 2018 budget up to \$150,000 to RFP for services to find efficiencies in our criminal justice system. To hold for one month.
17. Communication from Supervisors Brusky and Schadewald re: This is our request to form a Criminal Justice System Efficiency Improvement Work Group. This multi-function team would seek to identify opportunities to increase the justice system’s operational efficiency and recommend specific actions to contain the growth and/or reduce the system’s operating costs. To hold for one month.

18. Communication from Supervisor Buckley re: Have parties involved in the EM-1 Process (Human Services) attend the Public Safety Committee meeting to give an update on streamlining the process. To hold until the next Public Safety Committee meeting.
19. Communication from Supervisor Buckley re: Ask the Sheriff's Department as the lead agency in Brown County to host a meeting between law enforcement and school districts in Brown County to evaluate school security. To refer to the Sheriff's Department.
20. Audit of bills. To pay the bills.

A motion was made by Supervisor Buckley and seconded by Supervisor Clancy "to adopt." Voice vote taken. Motion carried unanimously with no abstentions.

**No. 10 -- Resolutions, Ordinances:**

**Budget Adjustments Requiring County Board Approval**

**No. 10a -- RESOLUTION APPROVING BUDGET ADJUSTMENTS TO VARIOUS DEPARTMENT BUDGETS**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, the below listed departments have submitted the following adjustments to their departmental budgets that, per Wisconsin State Statutes, require approval by a 2/3 vote of the full County Board:

- |                   |  |
|-------------------|--|
| 17-106<br>HHS-CTC | <p>To recognize major Community Services adjustments to personnel costs, purchased services expense, and offsetting revenue accounts for significant unanticipated budget variances during 2017 within the Health and Human Services Department.</p> <p>Personnel costs were higher than anticipated for overtime due to increased caseloads and coverage for open positions, and for health insurance costs.</p> <p>Operating expenses were higher than budget primarily in purchased services including the following areas with significantly increased funding needed during 2017:</p> <ul style="list-style-type: none"> <li>- State Mental Health Facility stays for adults and children</li> <li>- Wrap around services not covered by other programs including those for the Child &amp; Adolescent Behavioral Health Unit, Juvenile Justice, and Child Protective Services</li> <li>- Foster home purchased services for Abused &amp; Neglected children</li> <li>- Wrap around services not covered by other programs including those for the Child &amp; Adolescent Behavioral Health Unit, Juvenile Justice, and Child Protective Services</li> <li>- Foster home purchased services for Abused &amp; Neglected children</li> <li>- Community Services contribution toward costs for Brown County residents at Nicolet Psychiatric Center</li> </ul> |
|-------------------|--|



17-106	- Adult Protective Services placements at Bay Haven CBRF including 1:1 care cases
HHS-CTC	<p>Offsetting the above noted expense increases, revenues from significantly higher than anticipated prior year cost report settlements have been received for CCS (Comprehensive Community Services) and WIMCR (WI Medicaid Cost Report) programs. Due to the possibility of adjusted settlements based on further review and analysis, this Budget Adjustment conservatively recognizes only a portion of the settlement payments received to the WIMCR Deficit Reduction account and CCS Prior Year Revenue account.</p> <p>If the final settlements noted above do not cover additional expenses, Human Services plans to apply available Fund Balance to offset any remaining loss/deficit for 2017. SEE PAGE 2 FOR ACCOUNT DETAIL</p> <p style="text-align: right;"><b>Amount: \$1,215,000</b></p>
18-38 Sheriff	<p>2018-The Public Safety Committee approved a motion in their 2/7/18 meeting to authorized contracting for a study of courthouse security best practice and design options. Because this was not included in the 2018 budget, the funding for this study will come from the county's contingency fund. Expense will be charged to the Sheriff's budget under contracted services.</p> <p style="text-align: right;"><b>Amount: \$9,500</b></p>
18-39 UW-Ext	<p>*2018* UW Extension received a Sustainable Agriculture Research &amp; Education "SARE" mini grant for cover crop focus groups. The focus groups will be conducted with farmers, livestock nutrition consultants, and crop consultants to learn about the challenges and successes for farms currently using cover crops and to gain better insight into what is keeping other farms from not using cover crops, to provide an opportunity for participants to learn from each other, and to use what we learn to identify critical areas needing further resources and research addressing the issues preventing farms from using cover crops or expanding current usage.</p> <p style="text-align: right;"><b>Amount: \$1,675</b></p>
18-42 HHS- Public Health	<p>The Office of Preparedness and Emergency Health Care, within the Wisconsin Department of Health Services Division of Public Health, allocated an additional \$50,000 towards Region 3's budget. Brown County Health Department is the administrator for Region 3. This funds are to be used for preparedness and equipment associated with the Region 3 Healthcare coalition. This will include exercises, training and equipment to support preparedness in Region 3. Region 3 includes Brown County, and includes many EMS and Fire agencies as well as four acute care hospitals, a Veterans Hospital and a Psychiatric hospital all that will benefit from the increased funding.</p> <p style="text-align: right;"><b>Amount: \$50,000</b></p>
18-43 Admin	<p>2018 – Brown County as well as WMMIC (Wisconsin Municipal Mutual Insurance Company), for which Brown County is a member/owner, has experienced a large increase of casualty insurance claims. This budget amendment allows for increased expenses by using remaining Casualty Insurance fund balance. The fund balance at 12-31-2017 is \$348,000.</p> <p style="text-align: right;"><b>Amount: \$348,000</b></p>
18-44 PSC	<p>Public Safety Communications would like to request partial use of the Contingency dollars set aside in the 2018 budget to fund staff overtime hours related to the implementation of the new Computer Aided Dispatch system. In order to meet the May 2018 project deadline, PSC must enter data from the old system to the new system, which will require overtime hours. It is estimated that data entry will take 585 hours at an average OT rate of \$33/hour. Also, PSC will need to train staff on the new system prior to implementation. This will include 8 staff with 24 hours of training at an estimated OT rate of \$36/hour and 56 employees will have 12 hours of training at an estimated OT rate of \$33/hour.</p> <p style="text-align: right;"><b>Amount: <del>\$48,393</del></b> <b>*Amount: \$24,000</b></p>

18-45  
Courts

Courts 1-8 would like to request partial use of the Contingency dollars set aside in the 2018 budget to fund installation of security glass at the front counters for the Court Commissioners office, Room 100 and in the Register in Probate office.

**Amount: \$39,000**

and,

**WHEREAS**, these budget adjustments are necessary to ensure activities are appropriated and accounted for properly.

**NOW, THEREFORE, BE IT RESOLVED**, that the Brown County Board of Supervisors hereby approves the above listed budget adjustments.

Respectfully submitted,

ADMINISTRATION COMMITTEE  
HUMAN SERVICES COMMITTEE  
PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE  
PUBLIC SAFETY COMMITTEE

*(\*as amended at Administration Committee March 7, 2018)*

Approved By: /s/ Troy Streckenbach Date: 03/26/2018

Authored by Administration

Approved by Corporation Counsel's Office

*Fiscal Note: The fiscal impact is as described in the individual budget adjustment listed above.*

Prior to taking a vote on Resolution #10A, Chairman Moynihan informed the Board that there has been a change to Item 18-44 in the agenda version of the resolution. An updated version of the resolution was distributed to the Board. Following, **"a motion by substitution"** was made by Supervisor Erickson and seconded by Supervisor Buckley.

A motion was made by Supervisor Gruszynski and seconded by Supervisor Hoyer **"to approve Resolution #10A as amended."** Voice vote taken. Motion carried unanimously with no abstentions.

## **ATTACHMENTS TO RESOLUTION #10A**

## **ON THE FOLLOWING PAGES**

17-106

# BUDGET ADJUSTMENT REQUEST

Category	Approval Level
<input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation	Dept Head
<input type="checkbox"/> 2 Reallocation due to a technical correction that could include: <ul style="list-style-type: none"> <li>• Reallocation to another account strictly for tracking or accounting purposes</li> <li>• Allocation of budgeted prior year grant not completed in the prior year</li> </ul>	Director of Admin
<input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation	County Exec
<input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.)	County Exec
<input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)	Admin Committee
<input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation.	Oversight Comm 2/3 County Board
<input type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount	Oversight Comm 2/3 County Board
<input checked="" type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue	Oversight Comm 2/3 County Board <sup>ew</sup>
<input type="checkbox"/> 8 Any allocation from a department's fund balance	Oversight Comm 2/3 County Board
<input type="checkbox"/> 9 Any allocation from the County's General Fund	Oversight Comm Admin Committee 2/3 County Board

3.9 ✓

## Justification for Budget Change: 2017 Budget

To recognize major Community Services adjustments to personnel costs, purchased services expense, and offsetting revenue accounts for significant unanticipated budget variances during 2017 within the Health and Human Services Department.

Personnel costs were higher than anticipated for overtime due to increased caseloads and coverage for open positions, and for health insurance costs.

Operating expenses were higher than budget primarily in purchased services including the following areas with significantly increased funding needed during 2017:

- State Mental Health Facility stays for adults and children
- Wrap around services not covered by other programs including those for the Child & Adolescent Behavioral Health Unit, Juvenile Justice, and Child Protective Services
- Foster home purchased services for Abused & Neglected children
- Community Services contribution toward costs for Brown County residents at Nicolet Psychiatric Center
- Adult Protective Services placements at Bay Haven CBRF including 1:1 care cases

Offsetting the above noted expense increases, revenues from significantly higher than anticipated prior year cost report settlements have been received for CCS (Comprehensive Community Services) and WIMCR (WI Medicaid Cost Report) programs. Due to the possibility of adjusted settlements based on further review and analysis, this Budget Adjustment conservatively recognizes only a portion of the settlement payments received to the WIMCR Deficit Reduction account and CCS Prior Year Revenue account.

If the final settlements noted above do not cover additional expenses, Human Services plans to apply available Fund Balance to offset any remaining loss/deficit for 2017.

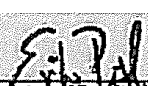

**SEE PAGE 2 FOR ACCOUNT DETAIL**

**Total \$ 1,215,000**

2-2-18

## BUDGET ADJUSTMENT REQUEST – Page 2

<u>Increase</u>	<u>Decrease</u>	<u>Account #</u>	<u>Account Title</u>	<u>Amount</u>
<b><u>Personnel Costs</u></b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.110.111.5103.000	Premium Overtime	130,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.110.111.5110.200	Fringe benefits Health insurance	<u>110,000</u>
				<b>240,000</b>
<b><u>Operating Expenses</u></b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.140.141.7000.SMHS	Purchased Services State MH stay charges	210,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.140.141.7000.WRAP	Purchased Services Wrap Around Services	55,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.140.142.7000.WRAP	Purchased Services Wrap Around Services	50,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.140.144.7000.WRAP	Purchased Services Wrap Around Services	55,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.140.144.7000.AF161	Purchased Services Foster Home - Abused & Neglected	160,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.161.7000.CTCCCBRF	Purchased Services APS CTC CBRF	80,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.170.173.7000.CMIM	Purchased Services Chronically Mentally Ill - CTC	90,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.170.173.7000.SMHS	Purchased Services State MH stay charges	<u>275,000</u>
				<b>975,000</b>
<b><u>Revenues</u></b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.110.200.4302.085000	State grant and aid revenue Deficit Reduction	300,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.170.173.4302.0914	State grant and aid revenue Prior Year Revenue	<u>915,000</u>
				<b>1,215,000</b>

<b>AUTHORIZATIONS</b>	
 Signature of Department Head Department: <u>Health &amp; Human Services</u> Date: <u>02/02/2018</u>	 Signature of DOA or Executive Date: <u>2/9/18</u>

Revised 2/3/17

10a

18-38

## BUDGET ADJUSTMENT REQUEST

<u>Category</u>	<u>Approval Level</u>
<input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation	Dept Head
<input type="checkbox"/> 2 Reallocation due to a technical correction that could include: <ul style="list-style-type: none"> <li>• Reallocation to another account strictly for tracking or accounting purposes</li> <li>• Allocation of budgeted prior year grant not completed in the prior year</li> </ul>	Director of Admin
<input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation	County Exec
<input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.)	County Exec
<input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)	Admin Committee
<input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation.	Oversight Comm 2/3 County Board
<input checked="" type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount	Oversight Comm <sup>~</sup> 2/3 County Board
<input type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue	Oversight Comm 2/3 County Board
<input type="checkbox"/> 8 Any allocation from a department's fund balance	Oversight Comm 2/3 County Board
<input type="checkbox"/> 9 Any allocation from the County's General Fund	Oversight Comm Admin Committee 2/3 County Board

**Justification for Budget Change:**

**2018** – The Public Safety Committee approved a motion in their 2/7/18 meeting to authorized contracting for a study of courthouse security best practice and design options. Because this was not included in the 2018 budget, the funding for this study will come from the county's contingency fund. Expense will be charged to the Sheriff's budget under contracted services.

**Fiscal effect - \$9,500**

<u>Increase</u>	<u>Decrease</u>	<u>Account #</u>	<u>Account Title</u>	<u>Amount</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.073.5700	Contracted Services	\$9,500
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.073.9004	Intra-fund transfer in	9,500
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.090.9905	Intra-fund transfer out	9,500
<input type="checkbox"/>	<input checked="" type="checkbox"/>	100.060.5394	Contingency	9,500

<b>AUTHORIZATIONS</b>	
<p><i>[Signature]</i>          Signature of Department Head          Department: <u>Sheriff's</u>          Date: <u>02/13/18</u></p>	<p><i>[Signature]</i>          Signature of BOA or Executive          Date: <u>2/14/18</u></p>

Revised 2/3/17

10a

18-39

**BUDGET ADJUSTMENT REQUEST****Category**

- ☐ 1 Reallocation from one account to another in the same level of appropriation
- ☐ 2 Reallocation due to a technical correction that could include:
- Reallocation to another account strictly for tracking or accounting purposes
  - Allocation of budgeted prior year grant not completed in the prior year
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- ☐ 5 b) Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation.
- ☐ 6 Reallocation between two or more departments, regardless of amount
- ☒ 7 Any increase in expenses with an offsetting increase in revenue
- ☐ 8 Any allocation from a department's fund balance
- ☐ 9 Any allocation from the County's General Fund

**Approval Level**

Dept Head

Director of Admin

County Exec

County Exec

Admin Committee

Oversight Comm  
2/3 County Board

Oversight Comm  
2/3 County Board

Oversight Comm  
2/3 County Board

Oversight Comm  
2/3 County Board

Oversight Comm  
Admin Committee  
2/3 County Board

**Justification for Budget Change:**

"2018" UW Extension received a Sustainable Agriculture Research & Education "SARE" mini grant for cover crop focus groups. The focus groups will be conducted with farmers, livestock nutrition consultants, and crop consultants to learn about the challenges and successes for farms currently using cover crops and to gain better insight into what is keeping other farms from not using cover crops, to provide an opportunity for participants to learn from each other, and to use what we learn to identify critical areas needing further resources and research addressing the issues preventing farms from using cover crops or expanding current usage.

**Budget Impact \$1,675**

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.4301	Federal Grant Revenue	\$1,675
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5300	Supplies	\$1,675
<input type="checkbox"/>	<input type="checkbox"/>			

2/15/18

**AUTHORIZATIONS**

*Judy Knudsen*  
Signature of Department Head

Department: UW Extension

Date: 2/15/2018

*[Signature]*  
Signature of DOA or Executive

Date: 2/20/18

Revised 4/1/14

10a

18-42

## BUDGET ADJUSTMENT REQUEST

### Category

### Approval Level

- |  |  |
|--|--|
| <input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation<br><input type="checkbox"/> 2 Reallocation due to a technical correction that could include:<br>• Reallocation to another account strictly for tracking or accounting purposes<br>• Allocation of budgeted prior year grant not completed in the prior year<br><input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation<br><input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.)<br><input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)<br><input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation.<br><input type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount<br><input checked="" type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue<br><input type="checkbox"/> 8 Any allocation from a department's fund balance<br><input type="checkbox"/> 9 Any allocation from the County's General Fund | Dept Head<br>Director of Admin<br><br>County Exec<br><br>County Exec<br><br>Admin Committee<br><br>Oversight Comm<br>2/3 County Board<br><br>Oversight Comm<br>2/3 County Board<br><br>Oversight Comm<br>2/3 County Board<br><br>Oversight Comm<br>Admin Committee<br>2/3 County Board |
|--|--|

### Justification for Budget Change:

The Office of Preparedness and Emergency Health Care, within the Wisconsin Department of Health Services Division of Public Health, allocated an additional \$50,000 towards Region 3's budget. Brown County Health Department is the administrator for Region 3. This funds are to be used for preparedness and equipment associated with the Region 3 Healthcare coalition. This will include exercises, training and equipment to support preparedness in Region 3. Region 3 includes Brown County, and includes many EMS and Fire agencies as well as four acute care hospitals, a Veterans Hospital and a Psychiatric hospital all that will benefit from the increased funding.

**Budget Impact: \$50,000**

<u>Increase</u>	<u>Decrease</u>	<u>Account #</u>	<u>Account Title</u>	<u>Amount</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.060.300.4302	CARS State Grant and Aid Revenue	\$50,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.060.300.5395	Equipment-nonoutlay	\$50,000
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

<p><i>Eric Roth</i>          Signature of Department Head</p> <p>Department: <u>Health &amp; Human Services</u>          Date: <u>2/25/18</u></p>	<p><b>AUTHORIZATIONS</b></p> <p><i>[Signature]</i>          Signature of POA or Executive          Date: <u>2/21/18</u></p>
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Revised 2/3/17

10a



18-43

**BUDGET ADJUSTMENT REQUEST****Category**

- ☐ 1 Reallocation from one account to another in the same level of appropriation
- ☐ 2 Reallocation due to a technical correction that could include:
- Reallocation to another account strictly for tracking or accounting purposes
  - Allocation of budgeted prior year grant not completed in the prior year
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- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)
- ☐ 5 b) Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation.
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- ☐ 7 Any increase in expenses with an offsetting increase in revenue
- ☒ 8 Any allocation from a department's fund balance
- ☐ 9 Any allocation from the County's General Fund

**Approval Level**

Dept Head

Director of Admin

County Exec

County Exec

Admin Committee

Oversight Comm  
2/3 County Board

Oversight Comm  
2/3 County Board

Oversight Comm  
2/3 County Board

Oversight Comm  
2/3 County Board



Oversight Comm  
Admin Committee  
2/3 County Board

**Justification for Budget Change:**

2018 – Brown County as well as WMMIC (Wisconsin Municipal Mutual Insurance Company), for which Brown County is a member/owner, has experienced a large increase of casualty insurance claims. This budget amendment allows for increased expenses by using remaining Casualty Insurance fund balance. The fund balance at 12-31-2017 is \$348,000.

**Fiscal effect \$ 348,000**

<u>Increase</u>	<u>Decrease</u>	<u>Account #</u>	<u>Account Title</u>	<u>Amount</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	751.064.034.5420.800	Reserve general liability losses	348,000
<input type="checkbox"/>	<input checked="" type="checkbox"/>	751.3000	Unrestricted equity	348,000
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

 Signature of Department Head	<b>AUTHORIZATIONS</b>	 Signature of DOA or Executive
Department: <u>DOA</u>		Date: <u>2/21/18</u>
Date: <u>Feb 21, 2018</u>		

Revised 2/3/17

10a



18-44

(\*as amended at Administration Committee 3/7/2018)

**BUDGET ADJUSTMENT REQUEST****Category**

- ☐ 1 Reallocation from one account to another in the same level of appropriation
- ☐ 2 Reallocation due to a technical correction that could include:
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  - Allocation of budgeted prior year grant not completed in the prior year
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- ☐ 8 Any allocation from a department's fund balance
- ☐ 9 Any allocation from the County's General Fund

**Approval Level**

Dept Head

Director of Admin

County Exec

County Exec

Admin Committee

Oversight Comm  
2/3 County Board

Oversight Comm  
2/3 County Board

Oversight Comm  
2/3 County Board

Oversight Comm  
Admin Committee  
2/3 County Board

**Justification for Budget Change:**

Public Safety Communications would like to request partial use of the Contingency dollars set aside in the 2018 budget to fund staff overtime hours related to the implementation of the new Computer Aided Dispatch system. In order to meet the May 2018 project deadline, PSC must enter data from the old system to the new system, which will require overtime hours. It is estimated that data entry will take 585 hours at an average OT rate of \$33/hour. Also, PSC will need to train staff on the new system prior to implementation. This will include 8 staff with 24 hours of training at an estimated OT rate of \$36/hour and 56 employees will have 12 hours of training at an estimated OT rate of \$33/hour.

\$24,000\*

Budget Impact: **\$48,393**

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.013.001.5103.000	PSC Premium Overtime	24,000 48,393
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.013.001.9004	PSC Intrafund Transfer In	24,000 48,393
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.090.9005	General Gov Intrafund Transfer Out	24,000 48,393
<input type="checkbox"/>	<input checked="" type="checkbox"/>	100.090.5394	General Gov Contingency	24,000 48,393
<input type="checkbox"/>	<input type="checkbox"/>			

2/27/18

**AUTHORIZATIONS**

Signature of Department Head: [Signature]

Department: PSC

Date: 2-27-18

Signature of DCA or Executive: [Signature]

Date: 2/27/18

Revised 2/3/17

18-45

# BUDGET ADJUSTMENT REQUEST

## Category

- ☐ 1 Reallocation from one account to another in the same level of appropriation
- ☐ 2 Reallocation due to a technical correction that could include:
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  - Allocation of budgeted prior year grant not completed in the prior year
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- ☐ 9 Any allocation from the County's General Fund

## Approval Level

Dept Head  
Director of Admin  
  
County Exec  
  
County Exec  
  
Admin Committee  
  
Oversight Comm  
2/3 County Board  
  
Oversight Comm *mark*  
2/3 County Board  
  
Oversight Comm  
2/3 County Board  
  
Oversight Comm  
2/3 County Board  
  
Oversight Comm  
Admin Committee  
2/3 County Board

## Justification for Budget Change:

Courts 1-8 would like to request partial use of the Contingency dollars set aside in the 2018 budget to fund installation of security glass at the front counters for the Court Commissioners office, Room 100 and in the Register in Probate office.

*if funds remain*

*First*

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.010.003.6110.100	Courts Outlay - Other	39,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.010.003.9004	Courts Intrafund Transfer In	39,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.090.9005	General Gov Intrafund Transfer Out	39,000
<input type="checkbox"/>	<input checked="" type="checkbox"/>	100.090.5394	General Gov Contingency	39,000
<input type="checkbox"/>	<input type="checkbox"/>			

*mw*

## AUTHORIZATIONS

*[Signature]*

Signature of Department Head

*[Signature]*

Signature of DCA or Executive

Department: Circuit Court, Presiding Judge

Date: 2/1/18

Date: 2/28/2018

Revised 2/3/17

*10a*

## **Administration Committee and Executive Committee**

### **No. 10b -- AN ORDINANCE TO AMEND SECTION 2.13 (CLOSED SESSIONS AND MINUTES) OF CHAPTER 2 OF THE BROWN COUNTY CODE OF ORDINANCES**

THE BROWN COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

**Section 1** - Subsections 2.13(4)(h) and (i), and Subsections 2.13(5)(a) and (f), of Chapter 2 of the Brown County Code of Ordinances are hereby amended as follows:

(4) (h) Any item, other than a closed session item that has not been acted upon (e.g., that has been tabled, held, received and placed on file, or that did not result in a motion and vote on said closed session item when the closed session ended and regular business resumed), appearing on a committee meeting agenda may be taken up by the County Board at the next regularly scheduled Board meeting following said committee meeting. Any closed session item that has not been acted upon listed on a county committee meeting agenda for the month shall be placed on the following Brown County Board regularly scheduled meeting agenda following said committee meeting only at the written request of any County Supervisor at least 48 hours prior to the scheduled Board Meeting, and any such request shall be made to the County Board Chairperson, or in the absence of the County Board Chairperson, to the County Board Vice Chairperson.

~~(4) (i) This ordinance shall be published on all full Brown County Board agendas.~~

(5) (a) Minutes of each meeting of the County Board and meetings of all County committees, commissions, boards, etc., whether in regular session, special session or closed session, shall be taken, ~~transcribed in writing~~ typed and filed with the County Board staff by the secretary of the committee, commission or board or other person so designated within 3 working days of the meeting. Closed session minutes should be limited to motions made and votes, if any taken, in closed session.

(5) (f) ~~The County Board staff shall establish and maintain a roster of secretaries to take minutes of all standing committees, boards and commissions. Secretaries will~~ Minutes shall include all motions, actions taken on motions, and a summary of discussion pertinent to the subject matter. Minutes may be approved, or amended and approved, by the body they regard at its next scheduled meeting, but any amendment(s) to minutes shall be for corrective purposes only. If minutes are amended, then the amendment(s) shall appear in underline ("underline") immediately following the portion of the minutes that are being amended, and the portion of the minutes that are being amended shall remain intact but shall appear in strikethrough ("strikethrough") to indicate said portion has been amended while at the same time preserving said portion that is being amended in a legible, strikethrough format.

**Section 2** - These Ordinance Amendments shall become effective upon passage and publication pursuant to law.

Respectfully submitted,

ADMINISTRATION COMMITTEE

EXECUTIVE COMMITTEE

Approved By:

/s/ Troy Streckenbach                      03/26/2018  
COUNTY EXECUTIVE                      (Date)

/s/ Sandra L. Juno                      03/26/2018  
COUNTY CLERK                      (Date)

/s/ Patrick W. Moynihan, Jr.                      03/21/2018  
COUNTY BOARD CHAIR                      (Date)

Authored by: Corporation Counsel

Approved by: Corporation Counsel

*Fiscal Impact: This ordinance does not require an appropriation from the General Fund.*

A motion was made by Vice Chair Lund and seconded by Supervisor Buckley **“to adopt.”**  
Voice vote taken. Motion carried unanimously with no abstentions.

**ATTACHMENT TO ORDINANCE #10B**  
**ON THE FOLLOWING PAGE**

CORPORATION COUNSEL

*Brown County*

305 EAST WALNUT STREET  
P.O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600



**David P. Hemery**  
Corporation Counsel

PHONE: (920) 448-4006  
FAX: (920) 448-4003  
EMAIL: [David.Hemery@co.brown.wi.us](mailto:David.Hemery@co.brown.wi.us)

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** February 28<sup>th</sup>, 2018  
**REQUEST TO:** Administration Committee; and Executive Committee  
**MEETING DATE:** March 7, 2018; and March 12, 2018, respectively  
**REQUEST FROM:** Dave Hemery, Corp Counsel  
**REQUEST TYPE:** ☐ New resolution ☐ Revision to resolution  
☐ New ordinance ☒ Revision to ordinance

**TITLE:** AN ORDINANCE TO AMEND SECTION 2.13 (CLOSED SESSIONS AND MINUTES) OF CHAPTER 2 OF THE BROWN COUNTY CODE OF ORDINANCES

**ISSUE/BACKGROUND INFORMATION:**

Amendments to keep closed session items that have appeared on Committee Agendas, but that were not acted upon, off of the County Board Agenda unless a request is made by a Supervisor; and to set uniform procedure for amending Minutes.

**ACTION REQUESTED:**

To approve of proposed amendments to Section 2.13 of the Code of Ordinances.

**FISCAL IMPACT:**

*NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact?
  - b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
  - c. Is it currently budgeted? ☐ Yes ☐ No
    1. If yes, in which account?
    2. If no, how will the impact be funded?

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

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**Administration Committee, Executive Committee and Public Safety Committee**

**No. 10c -- RESOLUTION RE: ESTABLISHING THE SALARIES OF CERTAIN ELECTIVE OFFICIALS CLERK OF COURTS AND SHERIFF.**

A motion was made by Supervisor Lund and seconded by Supervisor Buckley “**to receive and place on file.**” Voice vote taken. Motion carried unanimously with no abstentions.

**No. 10ci -- RESOLUTION ESTABLISHING THE TOTAL ANNUAL COMPENSATION OF THE BROWN COUNTY CLERK OF COURTS – 2019 TO 2022.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, Wisconsin Statutes direct the County Board to establish total annual compensation for elective offices prior to the first date for filing nomination papers in an election year, with such compensation to be effective upon the individual elected taking office for the new term; and

**WHEREAS**, on 03-07-2018, the Public Safety Committee considered a joint Resolution to keep the total annual compensation of the Brown County Sheriff (an elected officer) at \$109,370 per year for the years from 2019 through 2022, and to keep the total annual compensation of the Brown County Clerk of Courts (an elected officer) at \$75,700 per year for the years from 2019 through 2022; and

**WHEREAS**, also on 03-07-2018, the Public Safety Committee directed that separate Resolutions be drafted for each of these elective positions, and that the compensation for the Clerk of Courts be as follows:

<b>CLERK OF COURTS</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Net Increase		<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>
Salary	<b>\$ 75,700</b>	<b>\$ 77,200</b>	<b>\$ 78,700</b>	<b>\$ 80,200</b>	<b>\$ 81,700</b>

**NOW, THEREFORE, BE IT RESOLVED**, by the Brown County Board of Supervisors that the total annual compensation for the Brown County Clerk of Courts, effective the first day of the term of office that begins after the date this Resolution is adopted, and continuing through the term of the office, shall be as follows:

<b>CLERK OF COURTS</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Net Increase		<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>
Salary	<b>\$ 75,700</b>	<b>\$ 77,200</b>	<b>\$ 78,700</b>	<b>\$ 80,200</b>	<b>\$ 81,700</b>

and;

**BE IT FURTHER RESOLVED**, that each elective official is entitled to participate in the Wisconsin Retirement System (“WRS”) as authorized by law. Each elective official is required to pay their share of the total WRS required contribution. Brown County will pay only its share of the total required WRS contribution. It is expressly recognized that these shares may change, when the required WRS rate is adjusted, as authorized by law. These contributions are currently pre-tax; and

**BE IT FURTHER RESOLVED**, that each elective official is conditionally eligible for, and may elect to receive, health insurance through Brown County's group health insurance plan. This eligibility for health insurance coverage is expressly subject to the same terms and conditions (e.g., premium contribution, deductibles, co-pays, etc.) as full-time non-represented employees of Brown County; and

**BE IT FURTHER RESOLVED**, that each elective official is eligible for, and may elect to participate in, the fringe benefit package provided to full-time non-represented employees of Brown County. Such eligibility and participation is subject to the same terms and conditions as the full-time non-represented employees of Brown County.

Respectfully submitted,

EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 03/26/2018

Authored by Human Resources

Approved by Corporation Counsel

*Fiscal Note: This resolution does not require an appropriation from the General Fund. It will require an appropriation in the 2019 budget.*

A motion was made by Supervisor Hoyer and seconded by Supervisor Buckley **"to adopt."**

Roll call vote taken. Roll call #10C(i):

Ayes: Hoyer, Gruszynski, Zima, Buckley, Landwehr, Dantine, Brusky, Ballard, Van Dyck, Linssen, Kneiszel, Clancy, Campbell, Moynihan, Schadewald, Lund

Nays: De Wane, Nicholson, Lefebvre, Evans, Kaster

Abstains: Erickson, Vander Leest

Absent: Sieber, Becker

Total Ayes: 16                      Total Nays: 5                      Total Abstains: 2

Total Absent: 2

Motion carried.

**No. 10cii -- RESOLUTION ESTABLISHING THE TOTAL ANNUAL COMPENSATION OF THE BROWN COUNTY SHERIFF – 2019 TO 2022.**

TO THE HONORABLE CHAIRMAN AND MEMBERS

OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, Wisconsin Statutes direct the County Board to establish total annual compensation for elective offices prior to the first date for filing nomination papers in an election year, with such compensation to be effective upon the individual elected taking office for the new term; and

**WHEREAS**, on 03-07-2018, the Public Safety Committee considered a joint Resolution to keep the total annual compensation of the Brown County Sheriff (an elected officer) at \$109,370 per year for the years from 2019 through 2022, and to keep the total annual compensation of the Brown County Clerk of Courts (an elected officer) at \$75,700 per year for the years from 2019 through 2022; and

**WHEREAS**, also on 03-07-2018, the Public Safety Committee directed that separate Resolutions be drafted for each of these elective positions, and that the compensation for the Sheriff be as follows:

<b>SHERIFF</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Net Increase		<b>\$ 1500</b>	<b>\$ 1500</b>	<b>\$ 1500</b>	<b>\$ 1500</b>
Salary	\$ 109,370	<b>\$ 110,870</b>	<b>\$112,370</b>	<b>\$113,870</b>	<b>\$115,370</b>

**NOW, THEREFORE, BE IT RESOLVED**, by the Brown County Board of Supervisors that the total annual compensation for the Brown County Sheriff, effective the first day of the term of office that begins after the date this Resolution is adopted, and continuing through the term of the office, shall be as follows:

<b>SHERIFF</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Net Increase		<b>\$ 1500</b>	<b>\$ 1500</b>	<b>\$ 1500</b>	<b>\$ 1500</b>
Salary	\$ 109,370	<b>\$ 110,870</b>	<b>\$112,370</b>	<b>\$113,870</b>	<b>\$115,370</b>

and;

**BE IT FURTHER RESOLVED**, that each elective official is entitled to participate in the Wisconsin Retirement System ("WRS") as authorized by law. Each elective official is required to pay their share of the total WRS required contribution. Brown County will pay only its share of the total required WRS contribution. It is expressly recognized that these shares may change, when the required WRS rate is adjusted, as authorized by law. These contributions are currently pre-tax; and

**BE IT FURTHER RESOLVED**, that each elective official is conditionally eligible for, and may elect to receive, health insurance through Brown County's group health insurance plan. This eligibility for health insurance coverage is expressly subject to the same terms and conditions (e.g., premium contribution, deductibles, co-pays, etc.) as full-time non-represented employees of Brown County; and

**BE IT FURTHER RESOLVED**, that each elective official is eligible for, and may elect to participate in, the fringe benefit package provided to full-time non-represented employees of Brown County. Such eligibility and participation is subject to the same terms and conditions as the full-time non-represented employees of Brown County.

Respectfully submitted,



EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 03/26/2018

Authored by Human Resources

Approved by Corporation Counsel

*Fiscal Note: This resolution does not require an appropriation from the General Fund. It will require an appropriation in the 2019 budget.*

A motion was made by Supervisor Buckley and seconded by Supervisor Schadewald **“to adopt.”**

Roll call vote taken. Roll call #10C(ii):

Ayes: De Wane, Hoyer, Gruszynski, Lefebvre, Erickson, Zima, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Van Dyck, Linssen, Kneiszel, Clancy, Campbell, Moynihan, Schadewald, Lund

Nays: Nicholson, Evans, Kaster

Absent: Sieber, Becker

Total Ayes: 20                      Total Nays: 3                      Total Absent: 2

Motion carried.

**Education & Recreation Committee and Executive Committee**

**No. 10d -- RESOLUTION TO APPROVE LAND USE AGREEMENT REGARDING THE FOX RIVER STATE TRAIL.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, Brown County (“County”) is the holder of a Trail Management Easement interest regarding the Fox River State Trail (“Trail”). Said easement interest affords the Brown County Parks Department (“Trail Manager”) to construct, develop, maintain and operate the Trail; and

**WHEREAS**, in accordance with said Trail Management Easement, as well as other documents relating thereto, the County is required to consent to any additional easements/access permits/agreements granted by the Owner of the Trail, i.e., the Wisconsin Department of Natural Resources (“DNR”), provided that the Trail Manager, who has final authority over issues relating to the management of the Trail corridor, is notified and consulted with in advance; and

**WHEREAS**, upon due notification to and consultation with the Trail Manager, the DNR desires to enter into a Land Use Agreement, attached hereto and incorporated herein by reference, with the SWM Properties LLC ("Permittee") as the Permittee desires to install two (2) 6-inch sleeve conduits for the purpose of providing private water and electrical service, four (4) pedestrian access walkways, and one(1) paved maintenance access between the constructed homes east of the trail to the private dock west of the trail on property owned by Permittee; and

**WHEREAS**, pursuant to said Land Use Agreement, SWM, as Permittee, is required to submit a construction plan to the Trail Manager and may not begin work regarding said construction plan unless and until written approval from the Trail Manager is granted and received, and the Permittee is also required to obtain all necessary permits, approvals, and licenses prior to starting work, and to comply with all applicable federal, state, and local laws, rules and regulations.

**NOW, THEREFORE, BE IT RESOLVED** that the Brown County Board of Supervisors hereby consents to the attached Land Use Agreement between the Wisconsin Department of Natural Resources and SWM Properties LLC being entered into, and hereby authorizes and directs the Brown County Executive to execute the Land Use Agreement on Page 9 of said agreement, indicating the County's acceptance of and consent to the terms and conditions of said agreement.

Respectfully submitted,

EDUCATION & RECREATION  
COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 03/26/2018

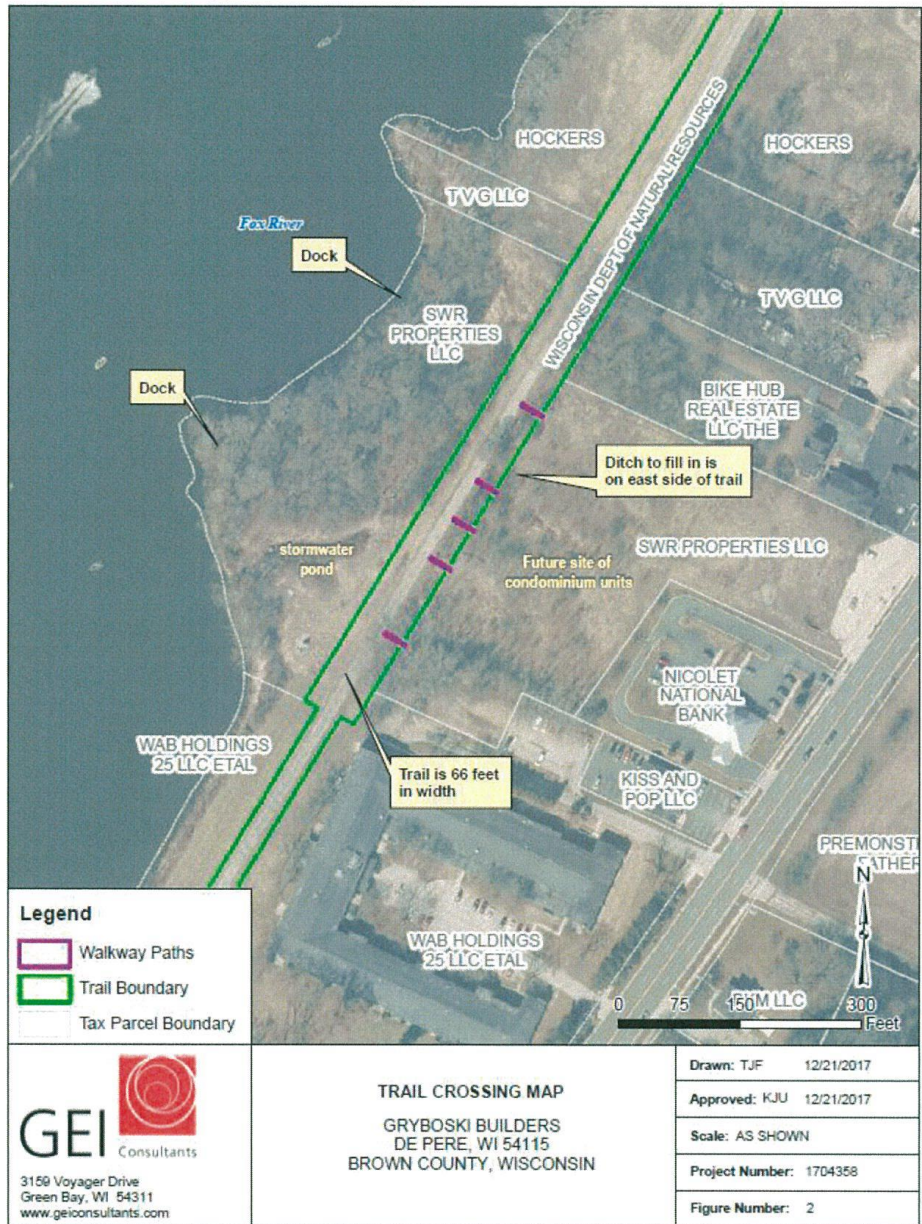
Authored by Parks Department

Final Draft Approved by Corporation Counsel

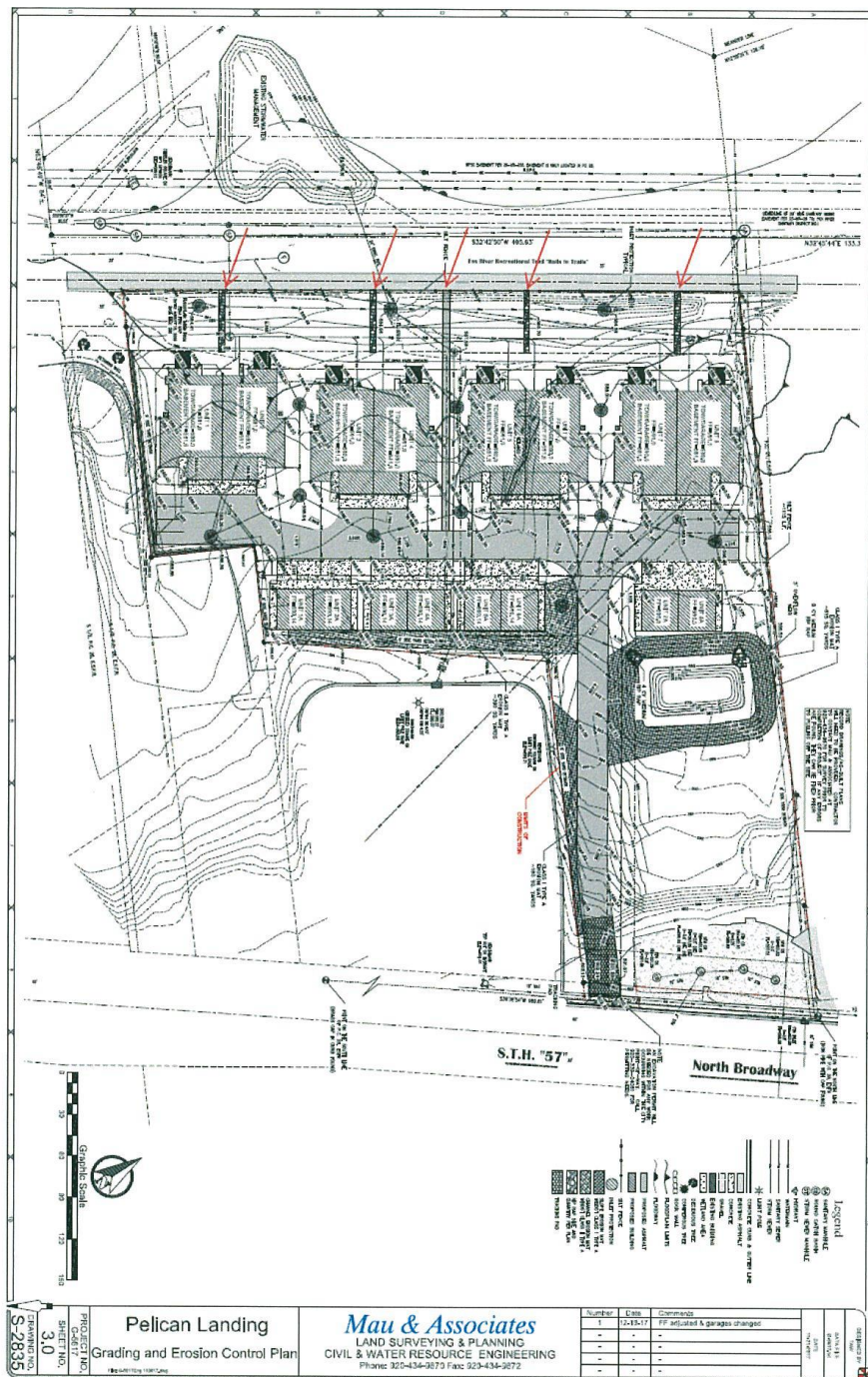
*Fiscal Note: This resolution does not require an appropriation from the General Fund.*

A motion was made by Supervisor Ballard and seconded by Supervisor Gruszynski **"to adopt"**. Voice vote taken. Motion carried unanimously with no abstentions.

**ATTACHMENTS TO RESOLUTION #10D**  
**ON THE FOLLOWING PAGES**



10d



10d

No. 10e -- **RESOLUTION TO AUTHORIZE AT&T COMMUNICATION UTILITY LINES  
EASEMENT ON COUNTY PROPERTY.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, Wisconsin Bell, Inc., d/b/a AT&T – Wisconsin, has requested an easement for communication utility lines along the southern boundary of Fonferek's Glen County Park, in the Town of Ledgeview (see 'Exhibit A,' and AT&T – WISCONSIN GENERAL EASEMENT, both attached and incorporated by reference herein); and

**WHEREAS**, the County owns the land that said easement is requested on, and authorization of the County Board is required in order to grant said easement; and

**WHEREAS**, it is desirable and is in the best interest of the public to grant said easement in order to allow AT&T to construct, reconstruct, modify, supplement, maintain, operate and/or remove facilities for the transmission of signals used in the provision of communication, video and/or information services.

**NOW, THEREFORE, BE IT RESOLVED** that the Brown County Board of Supervisors hereby consents and authorizes the grant of the Communication Utility Lines Easement to AT&T, and authorizes and directs County officers and staff to take any and all actions necessary to effectuate said easement.

Respectfully submitted,

EDUCATION & RECREATION  
COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 03/26/2018

Authored by Parks Department

Final Draft Approved by Corporation Counsel

*Fiscal Note: This resolution does not require an appropriation from the General Fund.*

A motion was made by Supervisor Lefebvre and seconded by Supervisor Ballard **"to adopt."**  
Voice vote taken. Motion carried unanimously with no abstentions.

**ATTACHMENTS TO RESOLUTION #10E**  
**ON THE FOLLOWING PAGES**





PO BOX 23600  
GREEN BAY WI 54305

MATTHEW M. KRIESE  
PARKS DIRECTOR

PHONE (920) 448-4464 FAX (920)448-4054  
E-MAIL KRIESE\_MM@CO.BROWN.WI.US

#### RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** 01/22/2018  
**REQUEST TO:** EDUCATION AND RECREATION; EXECUTIVE COMMITTEE  
**MEETING DATE:** 02/22/2018 and 3/12/18  
**REQUEST FROM:** Matt Kriese  
**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance  
**TITLE:** Resolution to Approve an Easement from Brown County to AT&T for a Communication Line through Fonferek's Glen County Park

#### ISSUE/BACKGROUND INFORMATION:

Brown County is the owner of Fonferek's Glen County Park. AT&T is requesting a 10' wide easement paralleling CTH MM through the park. This easement request is near the ditch of CTH MM and is not expected to affect the operations or future developments in the park area.

#### ACTION REQUESTED:

Request to approve this easement

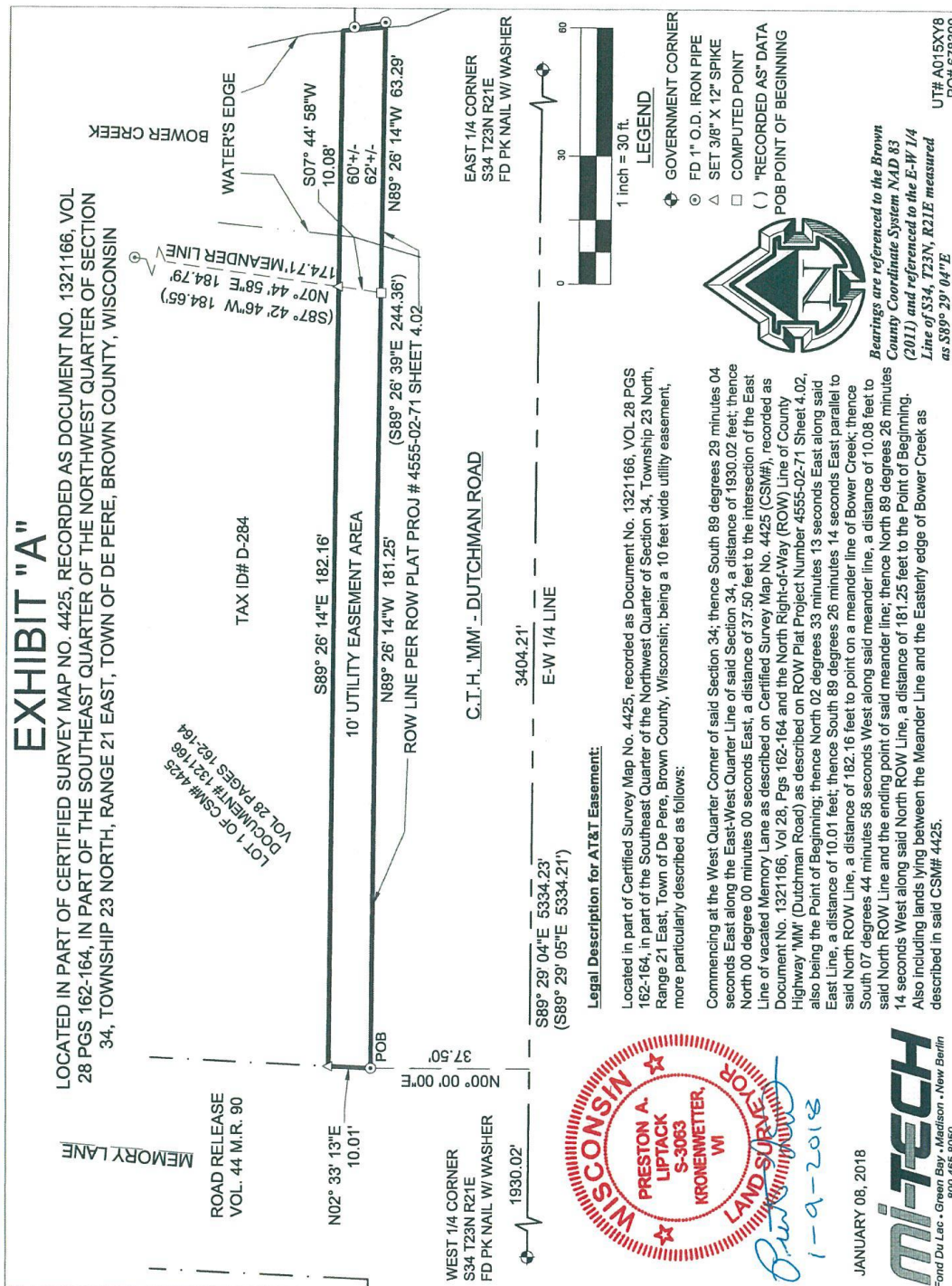
#### FISCAL IMPACT:

*NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

1. Is there a fiscal impact? ☐ Yes ☒ No
  - a. If yes, what is the amount of the impact? \$ \_\_\_\_\_
  - b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
  - c. Is it currently budgeted? ☐ Yes ☐ No
    1. If yes, in which account? \_\_\_\_\_
    2. If no, how will the impact be funded? \_\_\_\_\_

**X COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

10e



## AT&T - WISCONSIN GENERAL EASEMENT

DOCUMENT NUMBER

UT #A015XY8

Ease # N/A

R/W # N/A

For a valuable consideration of one dollar (\$1.00), receipt of which is hereby acknowledged, the undersigned **BROWN COUNTY** (Grantor) hereby grants and conveys to Wisconsin Bell, Inc. d/b/a AT&T - Wisconsin, a Wisconsin Corporation, and its affiliates and licensees, successors and assigns (collectively "Grantees") an easement in, under, over, upon and across the Easement Area (described below), for the purposes of and in order to construct, reconstruct, modify, supplement, maintain, operate and/or remove facilities for the transmission of signals used in the provision of communication, video and/or information services and/or any other services or uses for which such facilities may be used including, but not limited to cables, wires, pedestals or other above-ground cable or wire enclosures, marker posts and signs, support pads and other related or useful equipment, fixtures, appurtenances and facilities, together with the right to have commercial electrical service extended across the Property (described below) and Easement Area to provide service to such facilities and the right of ingress and egress across the Property and the Easement Area for the purpose of access to and use of the easement granted herein.

### RETURN ADDRESS:

Matthew D. Grimm  
AT&T - Wisconsin  
2005 Pewaukee Rd.  
Waukesha, WI 53188

PARCEL NUMBER: D-284

The Property is legally described as: Part of the SE ¼ of the NW ¼ of Section 34, T23N, R21E, being a part of Lot 1 of Certified Survey Map No. 4425, recorded as Document No. 1321166, Volume 28, Pages 162-164, Town of De Pere, Brown County, Wisconsin.

The Easement Area is legally described as: A 10 foot wide easement area, lying northerly of and abutting the Northerly line of CTH "MM" (a/k/a Dutchman Road). Said Northerly line of CTH "MM" being further described in ROW Plat Project #4555-02-71 Sheet 4.02. See Exhibit "A"; incorporated into and made a part hereof, by reference.

Address: 2825 Dutchman Road

The Grantor represents and warrants to the Grantee that Grantor is the true and lawful owner of the Property and has full right and power to grant and convey the rights conveyed herein.

Grantee hereby agrees to restore all property disturbed by its activities in use of the easement to the condition existing prior to the disturbance.

Grantee shall have the right to remove or trim such trees and brush in the Easement Area as is necessary to exercise the rights conveyed herein.

The Grantor shall notify Grantee if Grantor intends to construct any improvements in the Easement Area, or change the finish grade of the Easement Area to ensure that any improvements or changes in the finish grade do not interfere with Grantee's use of the Easement Area.

This Easement is binding upon and shall inure to the benefit of the heirs, successors, assigns, and licensees of the parties hereto.

1

10e



SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

GRANTOR:

GRANTOR:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed)

\_\_\_\_\_  
(Printed)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Title)

#### ACKNOWLEDGMENT

State of Wisconsin       )  
                                      )  
County of                       )

I, \_\_\_\_\_, being a notary public in and for the state and county aforesaid, do hereby certify that

\_\_\_\_\_ personally known to me to be the same persons whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that they signed and delivered the said instrument as their free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notarial seal this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission expires: \_\_\_\_\_

This document was drafted by Gerald A. Friederichs, Wis. Bar Member No. 1014144, AT&T Services, Inc. Room 03A400  
N17W24300 Riverwood Dr. Waukesha, WI. 53188.

Insertions by: Dan Boettcher, MI-TECH SERVICES, INC.

2

10e

**No. 10f -- RESOLUTION AUTHORIZING THE TRANSFER OF OWNERSHIP OF PARK LAND TO THE VILLAGE OF WRIGHTSTOWN.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, Brown County currently owns approximately 5.8 acres of land known as Wrightstown Park Boat Landing, and desires to transfer ownership of it to the Village of Wrightstown; and

**WHEREAS**, in 1999 Brown County transferred approximately 3 acres of land, which is contiguous to the land in this proposed transfer, to the Village of Wrightstown; and

**WHEREAS**, the Village of Wrightstown and Brown County have been discussing transferring this remaining portion of park land for some time; and

**WHEREAS**, the Education and Recreation Committee has reviewed said request to transfer, and recommends that Brown County transfer the remaining County owned approximately 5.8 acres of park land to the Village of Wrightstown via Quit Claim Deed; and

**WHEREAS**, the County would place a restriction in said Quit Claim Deed requiring that the land to be transferred to the Village shall be used only for: 1) park and recreational purposes, specifically public boat launching facilities; 2) for conservation of land and other natural resources; and 3) for historic purposes and/or scenic purposes, and would also require that, if ever the land ceases to be used for the specific and limited purposes specified above, then all rights, title and interests in the property shall immediately revert from the Village to the County.

**NOW, THEREFORE, BE IT RESOLVED** that the Brown County Board of Supervisors hereby authorizes and directs that County officials, officers and staff take any and all actions necessary to transfer ownership via Quit Claim Deed of the approximately 5.8 acres of land referred to above, and currently owned by the County, to the Village of Wrightstown for the specific purposes mentioned above and as specifically stated above.

Respectfully submitted,

EDUCATION AND RECREATION  
COMMITTEE  
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 03/26/2018

Authored by Parks Department

Approved by Corporation Counsel

*Fiscal Note: This resolution does not require an appropriation from the General Fund. The records fee of \$60.00 would be paid for by the Village of Wrightstown.*

A motion was made by Supervisor De Wane and seconded by Supervisor Lefebvre **“to adopt.”**  
Voice vote taken. Motion carried unanimously with no abstentions.

**ATTACHMENT TO RESOLUTION #10F**

**ON THE FOLLOWING PAGE**



PO BOX 23600  
GREEN BAY WI 54305

MATTHEW M. KRIESE  
ASST PARK DIRECTOR

PHONE (920) 448-4464 FAX (920)448-4054  
E-MAIL KRIESE\_MM@CO.BROWN.WI.US

#### RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** 2-1-2018  
**REQUEST TO:** Education & Recreation; Executive Committee; and County Board  
**MEETING DATE:** 2-22-2018; 3-12-2018; and 3-21-2018  
**REQUEST FROM:** Matt Kriese  
**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Authorizing the Transfer of Park Land to the Village of Wrightstown

#### ISSUE/BACKGROUND INFORMATION:

Brown County acquired ~8.8 acres of land from the Village of Wrightstown in 1958. In 1999 the County transferred ~3 acres back to the Village and now we are requesting to transfer the remaining ~5.8 acres to the Village. The land to be transferred is known as Wrightstown Park Boat Landing. It primarily serves the village residents and holds the second lowest county park attendance. This transfer would not impact the general park budget as the minimal revenue brought in through boat landing fees are spent directly at the park on an annual basis. This transfer could potentially provide a few additional hours per week for staff to address needs at other county park areas. Furthermore, the village currently maintains the upper park portion and it will be more efficient for the village to operate and maintain this (lower) portion as well. It will also allow Wrightstown to better connect this site with their proposed downtown revitalization plans. To date, Brown County and the Village of Wrightstown have agreed to this concept and this resolution is the official action to approve a Quit Claim Deed and transfer the property to the Village of Wrightstown as long as it remains public park space.

#### ACTION REQUESTED:

Approval Requested

#### FISCAL IMPACT:

*NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

1. Is there a fiscal impact? Yes ☒ No ☐
  - a. If yes, what is the amount of the impact? Recording fee – Requesting that Wrightstown cover the \$60 fee. (parcels VW-3 & VW-3-1)
  - b. If part of a bigger project, what is the total amount of the project?  
\$ \_\_\_\_\_
  - c. Is it currently budgeted? Yes ☐ No ☐
    1. If yes, in which account?
    2. If no, how will the impact be funded?

Yes - **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

10f

**Special Education & Recreation Committee and Executive Committee**

**No. 10g -- RESOLUTION PROVIDING PRELIMINARY APPROVAL FOR THE BROWN COUNTY FAIR ASSOCIATION (FA) TO CONSTRUCT A STORAGE BUILDING ON COUNTY FAIRGROUNDS PROPERTY, TO DONATE SAID BUILDING TO THE COUNTY, AND FOR THE COUNTY TO LEASE SAID BUILDING BACK TO THE FA.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, Brown County ("County") is the owner and operator of the Fairgrounds Property located within the City of De Pere, and the Brown County Fair Association ("FA") is a private non-profit corporation with tax exempt status per Section 501(c)(3) of the Internal Revenue Code; and

**WHEREAS**, the FA is a separate and distinct entity from the County, and formed for the purpose of developing, promoting, operating and supporting the annual Brown County Fair; and

**WHEREAS**, it is desirable: **1)** for the FA, at no cost to the County, to provide materials for and to construct a 3,200 square foot steel pole style storage building in the northeast corner area of the Fairgrounds property (see 'Attachment A'), with proposed dimensions of 64' long by 50' wide by 16' high (See 'Attachment B' and 'Attachment C'); **2)** for the FA to donate said building to the County; and **3)** for the County to enter into a 20-year lease with the FA, with renewal options, wherein the County would lease said building to the FA for \$1.00 per year; and

**WHEREAS**, the FA desires preliminary approval from the County to build, donate and lease said building as described above, and as specified in Attachments A, B and C to this Resolution, with final and formal approval to do so being contingent upon the County and the FA entering into a "*Build, Donate, and Lease Agreement*" with terms and conditions agreeable to both the County and the FA, so that the FA knows it has the preliminary approval of the County regarding this project before it begins the process of applying for necessary permits; and

**WHEREAS**, any such preliminary approval by the County would be a good faith showing that the County preliminarily supports the FA proposal to build, donate and lease said building, but final and formal approval would be contingent upon the County and the FA entering into a "*Build, Donate and Lease Agreement*" with terms and conditions acceptable to both the County and the FA; and

**WHEREAS**, any actions taken by the FA after receiving preliminary approval from the County, such as expending funds as part of the permitting process or otherwise, would be taken at the sole risk of the FA, and any such preliminary approval may not be used a basis to seek reimbursement from the County for activities taken in reliance upon said preliminary approval, should the "*Build, Donate and Lease Agreement*" ultimately not be entered into.

**NOW, THEREFORE, BE IT RESOLVED** that the Brown County Board of Supervisors hereby grants preliminary approval for the Brown County Fairgrounds Association (FA) to build, donate and lease back the building described above as outlined above and subject to the conditions stated above, with final and formal approval of the County being contingent upon the County and

the FA entering into a mutually agreeable *“Build, Donate and Lease Agreement”* in accord with the terms and conditions stated above, and so long as the County does not bear any significant direct or indirect costs or incur significant additional liability related to this project; and

**BE IT FURTHER RESOLVED**, that the Brown County Corporation Counsel shall draft a *“Build, Donate and Lease Agreement”* as outlined above, shall consult with the FA and the County Parks Department regarding desired terms and conditions to include, and when said Agreement has been drafted shall bring said Agreement back to the Education and Recreation Committee, and to the County Board, for final and formal approval.

Respectfully submitted,

EDUCATION & RECREATION  
COMMITTEE (Special Meeting)  
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 03/26/2018

Authored by Corporation Counsel

Approved by Corporation Counsel

*Fiscal Impact: This resolution does not require an appropriation from the general fund. Insurance can be funded within the existing 2018 budget. There may be maintenance costs in subsequent years, but the Fair Association will be responsible for those.*

A motion was made by Supervisor Van Dyck and seconded by Supervisor Campbell **“to adopt.”**

Supervisor Kneiszel commented on the Resolution, and asked Assistant Park Director, Matt Kriese, to give his thoughts on the proposal. Mr. Kriese stated that he’d prefer to wait until the master plan was completed prior to the storage building being constructed.

Supervisor Campbell made a motion **“to suspend the rules to allow interested parties to address the Board,”** seconded by Supervisor Van Dyck. Voice vote taken. Motion carried.

Steve Corrigan, 4602 Dickinson Rd, Ledgeview answered questions of the Board at this time speaking as the Fair Board President. Mr. Corrigan explained the immediate need for this building as well as how the funds have already been raised via their numerous donors. Supervisors asked numerous questions of Mr. Corrigan regarding the proposed storage building.

Following, a motion was made by Supervisor Zima and seconded by Supervisor Nicholson **“to return to the regular order of business.”** Voice vote taken. Motion carried.

Following discussion a motion was made by Supervisor Gruszynski and seconded by Supervisor Brusky to amend the third whereas as follows **“3) for the County to enter into a 5 – year lease with the Fair Association, with renewal options, wherein the County would lease said building to the FA for \$1.00 per year.”**

Prior to taking a vote the Board recessed from 8:44 PM until 9:00 PM.

Following, a voice vote was taken on Supervisor Gruszynski's amendment to Resolution #10G. A voice vote was taken and in the opinion of the Chair the nays have it. Motion failed.

A roll call vote was taken on Supervisor Van Dyck's original motion to approve as presented.

Roll call vote taken. Roll call #10G:

Ayes: De Wane, Nicholson, Hoyer, Lefebvre, Erickson, Zima, Evans, Vander Leest, Buckley, Landwehr, Dantine, Ballard, Kaster, Van Dyck, Clancy, Campbell, Moynihan, Schadewald, Lund

Nays: Gruszynski, Brusky, Linssen, Kneiszel

Absent: Sieber, Becker

Total Ayes: 19                      Total Nays: 4                      Total Absent: 2

Motion carried.

**ATTACHMENTS TO RESOLUTION #10G**  
**ON THE FOLLOWING PAGES**

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET  
P.O. BOX 23600  
GREEN BAY, WI 54305-3600



KATHRYN ROELLICH

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: [www.co.brown.wi.us](http://www.co.brown.wi.us)

HUMAN RESOURCES DIRECTOR

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** March 8, 2018  
**REQUEST TO:** Exec Comm, Ed & Rec SPECIAL Comm and County Board  
**MEETING DATE:** 03-12-2018, 03-21-2018 and 03-21-2018, respectively  
**REQUEST FROM:** Dave Hemery per Ed & Rec Committee  
**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** RESOLUTION PROVIDING PRELIMINARY APPROVAL FOR THE BROWN COUNTY FAIR ASSOCIATION (FA) TO CONSTRUCT A STORAGE BUILDING ON COUNTY FAIRGROUNDS PROPERTY, TO DONATE SAID BUILDING TO THE COUNTY, AND FOR THE COUNTY TO LEASE SAID BUILDING BACK TO THE FA

**ISSUE/BACKGROUND INFORMATION:**

From 01-25-2018 Ed & Rec Committee: Motion made by Supervisor Campbell, seconded by Supervisor Lefebvre to direct Corporation Counsel to draft a resolution to go before the February County Board in support of the Fair Board's request to construct a storage building at the fairgrounds and develop an MOA. Vote taken. Nay: Gruszynski. MOTION CARRIED 4 to 1

**ACTION REQUESTED:**

Review and approve.

**FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

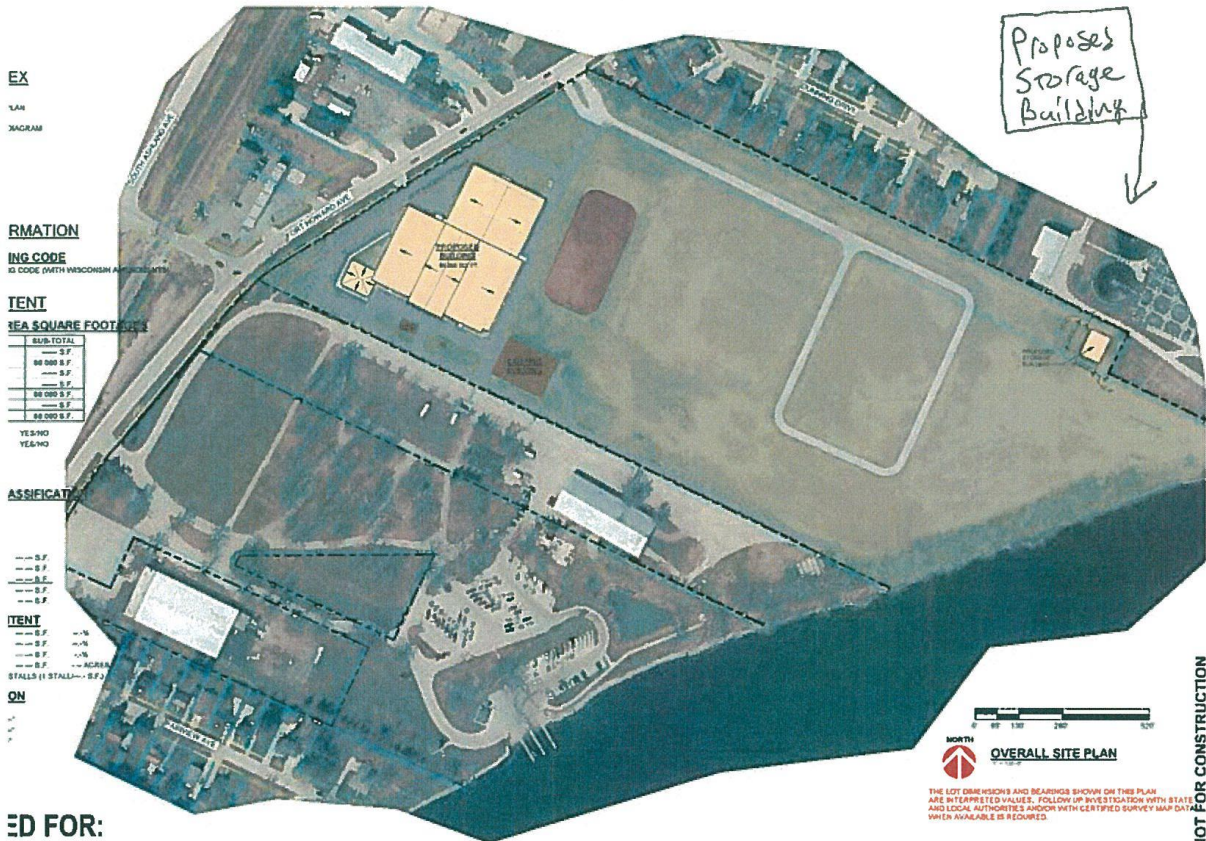
1. Is there a fiscal impact? ☐ Yes ☒ No
  - a. If yes, what is the amount of the impact? \_\_\_\_\_
  - b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
  - c. Is it currently budgeted? ☐ Yes ☐ No
    1. If yes, in which account? \_\_\_\_\_
    2. If no, how will the impact be funded? \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

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# ATTACHMENT A



ED FOR:

## OWEN COUNTY FAIRGROUNDS

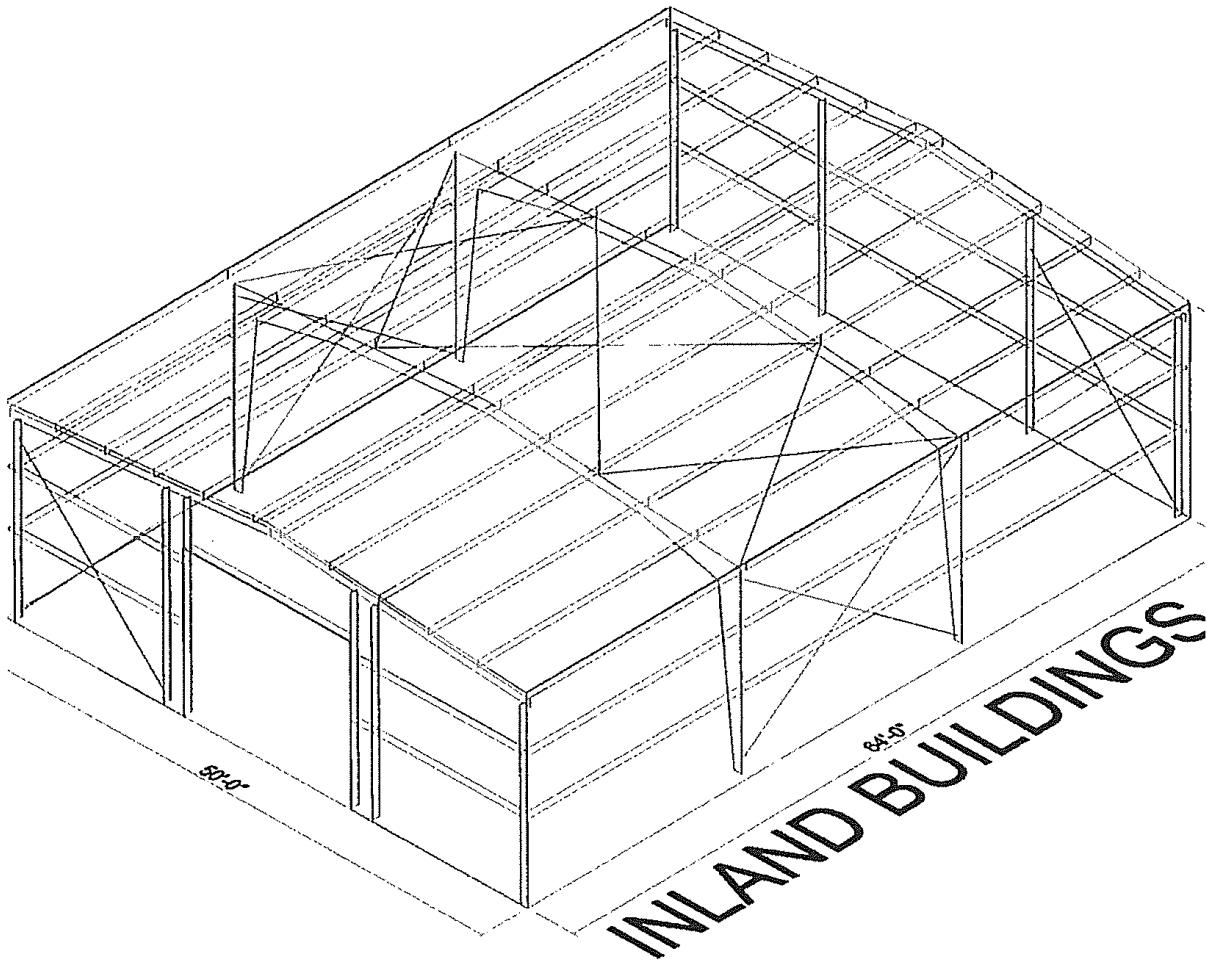
AY,

WISCONSIN

PRELIMINARY - NOT FOR CONSTRUCTION

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ATTACHMENT B

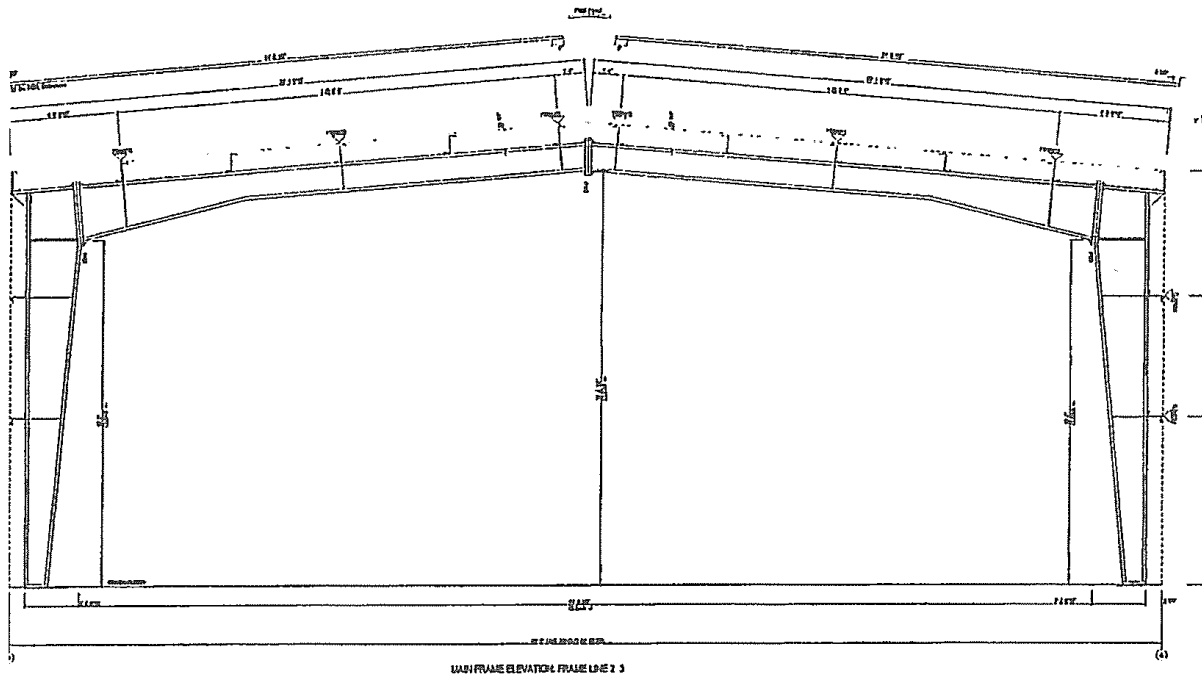


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# ATTACHMENT C

DATE	11/15/18
BY	11/15/18
CHK	11/15/18
APP	11/15/18

PRELIMINARY DRAWING USE ONLY FOR REFERENCE.



MAIN FRAME ELEVATION: FRAME LINE 3

DRAWING STATUS		REVISIONS		INLAND BUILD	
1	Initial Drawing	1	11/15/18	1	11/15/18
2	Revised Drawing	2	11/15/18	2	11/15/18
3	Final Drawing	3	11/15/18	3	11/15/18
4	As-Built Drawing	4	11/15/18	4	11/15/18
5	Architectural Drawing	5	11/15/18	5	11/15/18
6	Structural Drawing	6	11/15/18	6	11/15/18
7	MECHANICAL DRAWING	7	11/15/18	7	11/15/18
8	ELECTRICAL DRAWING	8	11/15/18	8	11/15/18
9	PLUMBING DRAWING	9	11/15/18	9	11/15/18
10	PAINTING DRAWING	10	11/15/18	10	11/15/18

**Special Education & Recreation Committee**

**No. 10h -- RESOLUTION TO CONSENT TO UNDERGROUND GAS LINE EASEMENT ON  
THE DEVIL'S RIVER STATE TRAIL – NEW ORGANIC DIGESTION, LLC.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, Brown County ("County") is the holder of a Trail Management Easement interest regarding the Devil's River State Trail ("Trail"). Said easement interest affords the Brown County Parks Department ("Trail Manager") to construct, develop, maintain and operate the Trail; and

**WHEREAS**, in accordance with said Trail Management Easement, as well as other documents relating thereto, the County is required to consent to any additional easements/access permits granted by the Owner of the Trail, i.e., the Wisconsin Department of Natural Resources ("DNR"), including the proposed Underground Gas Line Easement, attached to and incorporated into this Resolution by reference, provided that the Trail Manager, who has final authority over issues relating to the management of the trail corridor, is notified and consulted with in advance; and

**WHEREAS**, upon due notification to and consultation with the Trail Manager, the DNR, as Grantor, now desires to enter into the Underground Gas Line Easement with New Organic Digestion, LLC, as Grantee, to allow Grantee to install one underground 8-inch high-density polyethylene underground natural gas pipeline in a line to be directionally bored under the Trail in a manner more fully described therein; and

**WHEREAS**, pursuant to said Underground Gas Line Easement, Grantee is required, among various other obligations and duties, to submit a construction plan for said Underground Gas Line Easement to the Trail Manager, and Grantee may not perform repairs and replacement until written approval of said plan is received from the Trail Manager, and until all necessary permits, approvals, and licenses are obtained. In addition, Grantee must comply with all applicable federal, state, and local laws, rules and regulations regarding exercising any and all rights granted by said Underground Gas Line Easement.

**NOW, THEREFORE, BE IT RESOLVED** that the Brown County Board of Supervisors hereby authorizes and directs the Brown County Executive to execute the *Consent to Easement* portion of said Underground Gas Line Easement (found on Page 9 of the attached Underground Gas Line Easement), allowing for said Underground Gas Line Easement to be granted by the DNR, Grantor, to New Organic Digestion, LLC, Grantee, as stated above.

Respectfully submitted,

EDUCATION & RECREATION  
COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 03/26/2018

Authored by Parks Department

Approved by Corporation Counsel

*Fiscal Note: This resolution does not require an appropriation from the General Fund.*

A motion was made by Supervisor Ballard and seconded by Vice Chair Lund **“to adopt.”** Voice vote taken. Motion carried unanimously with no abstentions.

**ATTACHMENTS TO RESOLUTION #10H**

**ON THE FOLLOWING PAGES**



PO BOX 23600  
GREEN BAY WI 54305

PHONE (920) 448-4464 FAX (920)448-4054  
E-MAIL KRIESE\_MM@CO.BROWN.WI.US

MATTHEW M. KRIESE  
ASSISTANT PARK DIRECTOR

#### RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** 03/07/2018  
**REQUEST TO:** Special Education & Recreation – 3/21/18  
Full Board of Supervisors – 3/21/18  
**MEETING DATE:** 3/21/18  
**REQUEST FROM:** Matt Kriese

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** RESOLUTION TO CONSENT TO EASEMENT ON THE DEVIL'S RIVER TRAIL  
BETWEEN THE DEPARTMENT OF NATURAL RESOURCES AND THE NEW  
ORGANIC DIGESTION LLC

#### ISSUE/BACKGROUND INFORMATION:

The WDNR requires Brown County, as the holder of an easement interest on the Devil's River State Trail, to consent to any easements that they generate. This easement will not affect Brown County's interest in any way.

#### ACTION REQUESTED:

Approval

#### FISCAL IMPACT:

*NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

1. Is there a fiscal impact? ☐ Yes ☒ No
  - a. If yes, what is the amount of the impact? \$ \_\_\_\_\_
  - b. If part of a bigger project, what is the total amount of the project?  
\$ \_\_\_\_\_
  - c. Is it currently budgeted? ☐ Yes ☐ No
    1. If yes, in which account? \_\_\_\_\_
    2. If no, how will the impact be funded?  
\_\_\_\_\_

**X COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

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Document Number	Document Title
State of Wisconsin Department of Natural Resources Box 7921 Madison, WI 53707	<b>UNDERGROUND GAS LINE EASEMENT</b>  Wis. Stat. ss. 23.09(10) and 27.01(2)(g) Form 2200-15
<p><b>THIS EASEMENT</b> made by and between the State of Wisconsin, Department of Natural Resources (hereinafter referred to as the "Grantor") and NEW Organic Digestion LLC, a limited liability corporation as their interest may appear (hereinafter referred to as the "Grantee").</p> <p style="text-align: center;"><b>RECITALS</b></p> <p><b>WHEREAS</b>, Grantor is the owner of the former railroad corridor Trail now known as the Devil's River State Trail (hereinafter referred to as "Trail" or "Premises");</p> <p><b>WHEREAS</b>, Brown County is the owner and holder of a Trail Management Easement for the construction, development, maintenance, repair, removing, replacing and operation of the State Trail by the Brown County Parks Department (hereinafter referred to as the "Trail Manager");</p> <p><b>WHEREAS</b>, the Grantee desires to install one underground 8-inch high-density polyethylene (HDPE) underground natural gas pipeline in a line to be directionally bored under the Trail;</p> <p><b>WHEREAS</b>, said underground natural gas pipeline will be located within a defined 12-foot wide easement strip located within the Trail and running perpendicular for 124 feet as shown in Exhibit "A", being attached hereto and made a part hereof, (hereinafter referred to as the "Easement Area") located in the Village of Denmark, Brown County, Wisconsin.</p> <p><u>Township 22 North, Range 22 East, Village of Denmark, Brown County, Wisconsin</u>            Section 28:           Part of the SE 1/4 of the SE 1/4 described as:</p> <p><b>Commencing ..... to the point of beginning.</b></p> <p><b>NOW, THEREFORE</b>, the undersigned Grantor does hereby grant to the Grantee and its corporate successors in interest, for and in consideration of the sum of Five Hundred Dollars (\$500.00), receipt of which is hereby acknowledged by the Grantor, a non-exclusive Easement right-of-way being 12-feet in width, under, across, through and within for the installation, construction, operation, maintenance and replacement of one - underground 8-inch gas pipeline, which is to be directionally bored across the width of the Trail and bored without disrupting the surface of the Easement Area.</p> <p>It is understood by the Grantor and the Grantee that this grant of non-exclusive Easement is subject to the following conditions:</p> <p>1.     The parties hereto confirm and agree that the recitals set forth above are true and correct and incorporate</p>	
<div style="border: 1px solid black; padding: 5px;"> <p><b>Recording Area</b>            Return: Department of Natural Resources            Bureau of Facilities &amp; Lands – LF/6            P.O. Box 7921            Madison, WI 53707-7921            Attn: Closing Officer (CE-9626)</p> <hr/> <p>Parcel Identification Number (PIN): n/a            VD-143-1</p> </div>	

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the same herein for all purposes.

2. The Grantor grants and conveys to Grantee a non-exclusive Easement for the installation, construction, operation, maintenance, and replacement of one 8-inch gas pipeline, which is to be directionally bored across the width of the Trail without disrupting the surface of the Easement Area as specified herein. Any additional lines or structures, or line upgrades will require written approval of the Grantor and may require the Grantee to re-apply for a new, separate Easement as determined by the Grantor.
3. This Easement is limited to the Grantee and is not transferrable to a third-party, except after written notification of Grantor. The Grantee will not have the right to allow additional co-location without written consent from the Grantor and amendment to the Easement.
4. The Easement shall be non-exclusive and the Grantor may use the Premises and shall have the right to lease or convey other Easements to one or more other person(s), company(ies) or other entity(ies); provided that any such subsequent use, lease or conveyance shall not interfere with the Grantee's rights.
5. Grantee shall submit a written notification of project commencement to Grantor at least five working days prior to initiation of any installation, construction, maintenance or replacement work on or within the Easement Area. Other than the initial construction, in the event that Grantee's planned commencement of project activities conflicts with Grantor or Trail Manager's use of the Premises, Grantor or Trail Manager shall notify Grantee of conflict and Grantor or Trail Manager and Grantee shall agree on an alternative date to being the project. If an emergency situation arises from the gas pipeline within the Easement Area requiring immediate action by the Grantee, the Grantee shall immediately notify the Grantor's Trail Manager that an emergency exists and that the Grantee is proceeding to correct the emergency situation.
6. Grantor grants to the Grantee the right to enter upon the Grantor's Trail outside of the Easement Area for the purpose of gaining access to the Easement Area for the purpose of tree and brush clearing, installing, constructing, operating, maintaining, testing, patrolling, replacing, removing or abandoning the underground gas pipeline and to do any and all other such work as Grantee deems reasonably necessary in accordance with the rights granted it under this Easement.
7. Grantee shall be permitted to clear, cut, trim and remove any brush, trees, logs, stumps or branches from the Easement Area for its installation, construction, maintenance, operation, repair and replacement of the underground pipeline which by reason of their proximity or condition may endanger or interfere with the pipeline. Any such undertakings shall be done with the prior notification of Grantor by Grantee and under the supervision of the Grantor. Unavailability of Grantor's supervision shall not be cause for Grantee to delay or cease its work. Accepted arborist pruning/removal and equipment practices must be adhered to and all waste debris, stumps and slash must be removed and disposed of by the Grantee in a manner acceptable to the Grantor. When the removal of a tree is undertaken by Grantee stumps shall be cut flush with the ground or be removed and disposed of in a manner acceptable to Grantor. All trees having a commercial value, including firewood, shall be cut in standard 100 inch lengths and piled conveniently by the Grantee, for disposal, by sale or otherwise, by the Grantor.
8. Use of pesticides and herbicides shall only be allowed with the prior written approval of the Grantor which shall not be unreasonably withheld, delayed or denied. Any pesticides or herbicides used as part of a management plan must conform to the Forest Stewardship Council list found at <https://ic.fsc.org/en/our-impact/program-areas/forest-program/pesticides>. Grantee shall report to the Grantor (i.e. Property Manager and DNR Pesticide Use team), at least annually, the chemicals that are applied on the Premises including

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the date, product trade name, active ingredient(s) and corresponding CAS number(s), purpose, rate, location with a map, total area treated, and total amount of chemical used.

9. All signage placed by the Grantee for purposes of project activities shall have prior approval from the Grantor, which approval shall not be unreasonably withheld, delayed or denied, except the Grantee may install pipeline markers in locations described hereinabove without prior approval of Grantor but with the prior notification of the Grantor and in accordance with standard utility practice.
10. The Grantee shall maintain the Easement Area in a decent, sanitary, and safe condition during construction, installation, operation, maintenance and replacement, and at no time shall the Grantee allow its work to cause a hazard or unsafe conditions on the Easement Area.
11. The Grantee is responsible for determining the location of any existing utility lines located within the Easement Area. Grantee shall be responsible for any and all damages, costs or liabilities caused by the Grantee that result from any damage to any existing utilities within the Easement Area.
12. The Grantee shall obtain all necessary permits, approvals, and licenses and comply with all applicable federal, state, and local statutes, regulations and ordinances affecting the design, materials or performance of exercising any and all rights granted by this Easement.
13. The Grantee shall restore the property in a timely workmanlike manner consistent with the original condition of the easement area prior to such entry by the Grantee or its employees or agents. This restoration, however, does not apply to the initial installation of said facilities as to any trees, bushes, branches or roots removed for initial construction or which subsequently may interfere with the Grantee's use of the Easement Area or create an unsafe condition.
14. Relating to installation, operation, and maintenance work within the Easement Area, work shall be completed as follows:
  - a. Other than as otherwise permitted herein, the Trail should remain open for public use at all times. Trail closures will not be allowed during snowmobile season and may not be allowed at certain times during bicycling season depending on planned events, activities, or volume of use. All closures must be coordinated with the Grantor's Trail Manager. Any Trail closure of more than one day may be done only with written permission of the Grantor's Trail Manager.
  - b. If the Trail must be blocked at any time due to safety, a flag person must be present or appropriate signage must be installed such that the trail users are informed of the blockage and an acceptable detour (if needed) must be provided by the Grantee so users can pass through safely. Grantee shall not use the trail right-of-way for backing of any equipment unless a flag person is present and directing trail traffic.
  - c. Warning signs, lights or such other safety markers as necessary shall be placed informing public users of any construction work or as otherwise directed by the Grantor's Trail Manager.
  - d. If needed, as determined by the Trail Manager, Grantee shall place passable barricades at entry points for trail users that require trail users to substantially reduce their speed and proceed single file. Barricade points must include signs stating that construction activities are taking place along the trail, listing a reduced speed limit, and indicating 2-way, single file traffic.

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- e. All excavated open holes must be adequately marked at all times by the Grantee and warning signs must be placed and maintained by Grantee a safe distance ahead of the holes in both directions.
  - f. All excavated holes shall be filled in and made level with the original grade by the Grantee prior to project activity completion.
  - g. Insofar as is practicable and when the Grantor requests other than during the initial construction or due to an emergency situation, the Grantee shall schedule any construction work in an area used for recreational purposes at times when the ground is frozen in order to prevent or reduce soil compaction. All work will be conducted to minimize soil disturbance. All rutting will be repaired and the Easement Area restored as promptly as possible by the Grantee following its work. If soils are not frozen or stable to a point that avoids rutting, timber mats, mud tracks, or equivalent must be utilized to access construction, installation, or maintenance locations.
  - h. Any and all ground settling or access way damage caused by the exercise of the Grantee rights within a two year period from the date of installation or any maintenance is the sole responsibility of the Grantee and must be restored or repaired to pre-construction or better conditions using the same type and quality materials as approved by the Grantor's Trail Manager. Upon failure to perform by the Grantee and within twenty days of notification by the Grantor's Trail Manager of needed repairs or restoration, repairs or restoration may be contracted by the Grantor's Trail Manager and the Grantee shall be liable for all costs associated with such repairs and/or restoration.
  - i. Grantee shall not park or store any vehicles or equipment on the Trail at any time unless authorized in advanced writing by Grantor or Grantor's Trail Manager.
15. The Easement shall automatically terminate upon Grantee's abandonment of the Easement Area and shall automatically revert to and revest in the Grantor without reentry upon the abandonment of the use of the same for the utility purposes for which the Easement was granted or upon non-use of the same for a period of two years.
16. The Grantee assumes and agrees to protect, indemnify and save harmless the Grantor and its agents, officers and employees, from and against any and all claims, demands, suits, liability and expense by reason of loss or damage to any Trail or bodily injury including death, arising directly or indirectly:
- a. Out of the construction, installation, operation, maintenance, replacement, existence, use and repair of the underground gas line;
  - b. Out of any defect in the line or failure thereof;
  - c. Out of any act or omission of the Grantee, its agents or employees while on or about the Easement Area or any of Grantor's adjoining trail.
17. The Grantee shall provide general liability insurance including blanket contractual liability insurance and pollution liability insurance to be effective as the date of execution of this easement and naming both the State of Wisconsin Department of Natural Resources – Owner and Brown County – Trail Manager, along with their boards, commissions, agencies, officers, employees and representatives as additional insureds. The insurance shall be in the amount of \$3,000,000 single limit per occurrence including coverage of \$3,000,000 for bodily injury, including death, and property damage. The Grantee shall furnish the Trail Manager with a Certificate of Insurance showing that the insurance is provided during the period of this Agreement and any extension thereof. The Permittee shall also provide an endorsement guaranteeing the Owner and Trail Manager with thirty (30) days advance written notice of any change, cancellation or non-renewal during the term of the Agreement. This easement is conditioned upon the Owner and Trail Manager approval of the insurance policy.

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18. Grantor agrees not to plant any trees within the Easement Area. The Grantor agrees that no structure or above ground improvements (not including trails, driveways, roadways or parking lots which are not prohibited), obstructions or impediments or whatever kind or nature will be constructed, placed, granted or allowed within the Easement Area. Except as otherwise allowed herein, the Grantor further agrees that the elevation of the existing ground surface of land within the Easement Area will not be altered by more than 6 inches without the prior written consent of the Grantee.
19. All notices or other writings this Easement requires to be given, or which may be given, to either party by the other shall be deemed to have been fully given when made in writing and deposited in the United States mail, prepaid and addressed as follows:
  - a. To the Grantor: Department of Natural Resources NER Trail Coordinator, 2984 Shawano Ave, Green Bay WI, 54313. Phone Number: 920-662-5138.
  - b. To the Grantee: Robert Ernest, Manager, NEW Organic Digestion LLC, 2620 Development Drive, Green Bay, WI 54311. Phone number: 920-863-3043.
  - c. To the Trail Manager: Brown County Parks, 2024 Lakeview Drive, Suamico, WI 54173.
  - d. The address to which any notice, demand, or other writing may be given, made or sent to any party as above provided may be changed by written notice given by such party as above provided.
20. The Grantor retains management, supervision and control over the Premises for the purpose of enforcing Chapter NR 45, Wis. Adm. Code governing the conduct of visitors to state lands and to provide for the protection of the natural resources, and pertinent state laws, when needed to protect the Premises or the general public.
21. Conveyance of this easement may be encumbered by federal or state railroad interest and subject to future restoration and reconstruction of the right-of-way for rail purposes consistent with Section 208 of the National Trails System Act Amendment of 1983, Publ. L. No. 98-11 (16 U.S.C. 1247(d)) and subject to reservations, exceptions and leases, agreements and permits authorized by the former railroad company or the Grantor prior to the execution of this easement. Grantor shall provide written notice of the necessity for the reestablishment of railroad. If there is a reestablishment of rail service, said easement can be terminated, or modified by the railroad company. Grantee shall (1) not materially change the grade or topography of the Easement Area; (2) not construct and install or remove any permanent improvement which violates American Railway Engineering and Maintenance-of-Way Association ("AREMA"), or its successors, published practices and procedures or would make such reestablishment of railroad impracticable; and (3) not allow the installation of any facility, above or below grade that does not conform to AREMA's standards of clearances for railroad.
22. Grantor does not warrant that title to the Easement Area is free and clear of all encumbrances or that it has sole ownership or that it will defend the Grantee in its peaceful use and occupancy of the Trail.
23. This Easement shall be binding on the parties hereto and their respective successors and assigns.
24. This Easement shall be construed and enforced in accordance with the internal laws of the State of Wisconsin.
25. This Easement sets forth the entire understanding of the parties and may not be changed except by a written document executed and acknowledged by all parties to this Easement.
26. If any term or condition of this Easement shall be deemed invalid or unenforceable, the remainder of this

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Easement shall not be affected thereby, and each term and condition shall be valid and enforceable to the fullest extent permitted by law.

27. Enforcement of this Easement may be by proceedings at law or in equity against any person or persons violating or attempting or threatening to violate any term or condition in this Easement, either to restrain or prevent the violation or to obtain any other relief. If a suit is brought to enforce this Easement, the prevailing party shall be entitled to recover its costs, including reasonable attorney fees, from the nonprevailing party.

END OF CONDITIONS

DRAFT

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IN WITNESS WHEREOF, the Grantor has caused this instrument to be executed on its behalf this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

State of Wisconsin  
Department of Natural Resources  
For the Secretary

By \_\_\_\_\_ (SEAL)  
Terry H. Bay  
Bureau Director, Bureau of Facilities and Land

State of Wisconsin     )  
                                  ) ss.  
Dane County            )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2018, the above named Terry H. Bay, Bureau Director, Bureau of Facilities and Land, State of Wisconsin Department of Natural Resources, to me known to be the person who executed the foregoing instrument and acknowledged that he executed and delivered the same as for the act and deed of said Department of Natural Resources.

\_\_\_\_\_  
\*  
Notary Public, State of Wisconsin  
My Commission (expires)(is) \_\_\_\_\_

10h

IN WITNESS WHEREOF the Grantee has agreed to and caused this Easement to be executed on its behalf this -  
\_\_\_\_ day \_\_\_\_\_, 2018.

Wisconsin Electric Power Company d/b/a WE Energies

By \_\_\_\_\_ (SEAL)  
Robert Ernest, Agent  
NEW Organic Digestion LLC

State of Wisconsin        )  
                                      ) ss.  
Milwaukee County        )

Personally appeared before me this \_\_\_\_\_ day of \_\_\_\_\_ 2018, the above named Robert Ernest to me known to be the person who executed the foregoing instrument and acknowledged the same in the capacity therein stated and for the purpose therein contained.

\_\_\_\_\_  
\*  
Notary Public, State of Wisconsin  
My commission (expires) (is) \_\_\_\_\_

10h

CONSENT TO EASEMENT

**IN WITNESS WHEREOF**, BROWN COUNTY, c/o Troy Streckenbach, County Executive, Northern Building, 305 E. Walnut St., Room 120, Green Bay, WI 54301, being the holder of an easement interest which is for the construction, operation and management of the Devil's River State Trail by virtue of said Easement between the State of Wisconsin Department of Natural Resources and Brown County recorded on June 13, 2007 as Document No. 2318574, Brown County Register of Deeds Office against said Premises, does hereby acknowledge, join in and consent to this Easement on this \_\_\_\_ day of \_\_\_\_\_, 2018.

BROWN COUNTY

By: \_\_\_\_\_ (SEAL)  
Troy Streckenbach  
Brown County Executive

State of Wisconsin        )  
                                      ) ss.  
County of Outagamie     )

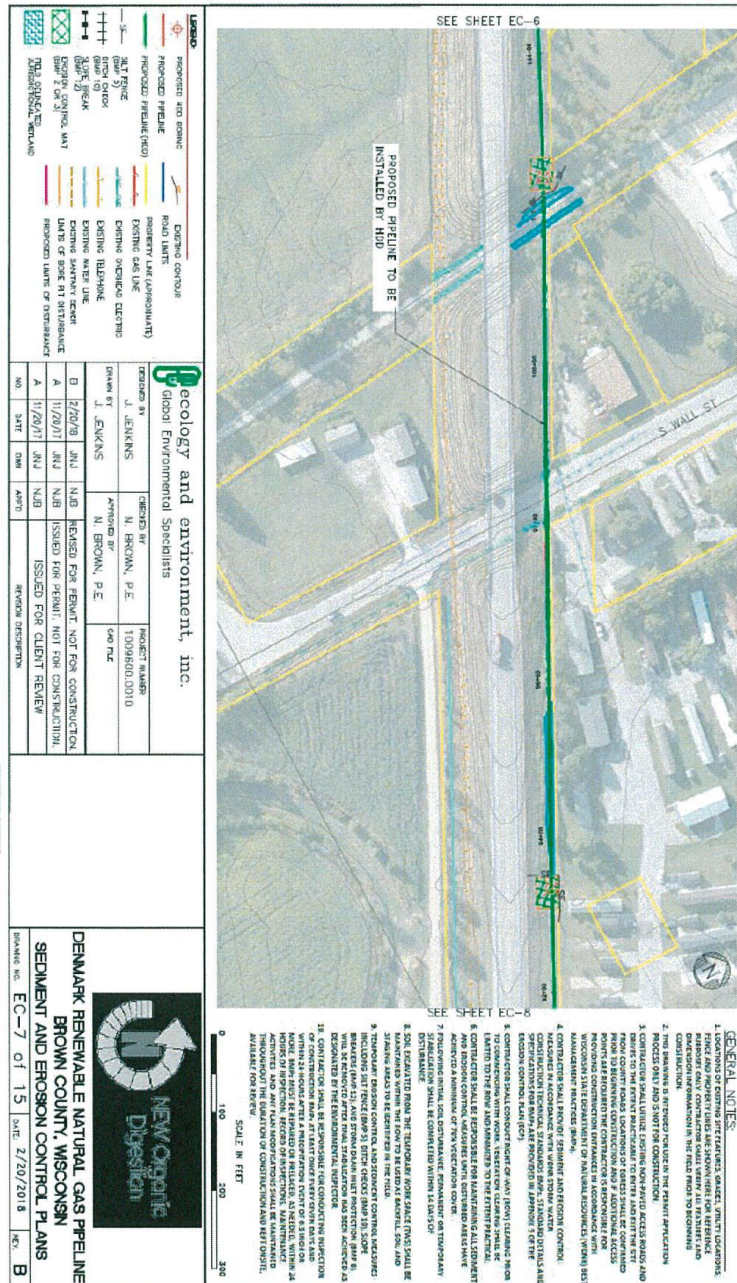
Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 2018, the above named Troy Streckenbach, County Executive to me known to be the person who executed the foregoing instrument and acknowledged that he executed and delivered the same.

\_\_\_\_\_  
\*  
Notary Public, State of Wisconsin  
My Commission (expires)(is) \_\_\_\_\_.

This instrument drafted by:  
State of Wisconsin  
Department of Natural Resources

10h

## EXHIBIT "A"



10h



**Executive Committee**

**No. 10i -- RESOLUTION APPROVING BUDGET CARRYOVER REQUEST FROM 2017 TO 2018.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, the below departments have submitted requests to carry forward funds from the 2017 budget to the 2018 budget, which requires approval by a 2/3 vote of the full County Board:

<u>DEPARTMENT/PROJECT</u>	<u>AMOUNT REQUESTED*</u>
Parks	172,500
NEW Zoo Donations	137,655
Veteran's Memorial Comp Capital Project	722,027
Administration	74,000
Board of Supervisors	17,760
Time and Attendance Capital Project	19,975
Financial Management System	600
Veterans Service Office	11,533
Managed Services Capital Project	35,090
Facility Management	370,000
Airport	127,000
Port	10,000
Highway Capital Projects	546,377
Building Upgrade Projects	165,531
Brown County Research & Business Park	477,685
Land Information & Tax Collection	313,664
Emerg Communications Upgrade Capital Project	297,246

and,

**WHEREAS**, this resolution is necessary to ensure activities are appropriated and accounted for properly, and this resolution has been approved of and recommended by the oversight committees.

**NOW, THEREFORE, BE IT RESOLVED**, that the Brown County Board of Supervisors hereby authorizes and approves the above carryover requests.

*\*Estimated amount calculated at time of resolution. Actual amount may be changed due to audit or adjusting entries.*

Respectfully submitted,

ADMINISTRATION COMMITTEE  
EDUCATION AND RECREATION  
COMMITTEE  
EXECUTIVE COMMITTEE  
HUMAN SERVICES COMMITTEE  
PLANNING, DEVELOPMENT &  
TRANSPORTATION COMMITTEE  
PUBLIC SAFETY COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 03/26/2018

Authored by: Administration

Approved by: Corporation Counsel's Office

*Fiscal Note: This resolution does not require an appropriation from the General Fund. All carryover request amounts have been verified as available by the Department Accountants.*

A motion was made by Supervisor Buckley and seconded by Supervisor Brusky **"to adopt."**  
Voice vote taken. Motion carried unanimously with no abstentions.

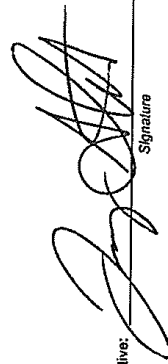
## **ATTACHMENTS TO RESOLUTION #10I**

## **ON THE FOLLOWING PAGES**

**ADMINISTRATIVE SERVICES DIVISION  
2017 TO 2018 CARRYOVER FUNDS**

<u>DEPARTMENT</u>	<u>ACCOUNT #</u>	<u>PURPOSE</u>	<u>AMOUNT REQUESTED</u>
<u>Administration</u> Professional Services Contributions	100.032.030.5708	Professional services	69,000
	100.032.001.5650	Digital Councils Summit	5,000
			<u>74,000</u>
<u>Board of Supervisors</u> Supplies Technology Special Events	100.006.001.5300.003	Additional computer tablets for supervisors	16,460
	100.006.001.5365	Private donations for veterans recognitions	1,300
			<u>17,760</u>
<u>Time and Attendance Capital Project</u>	422.032.XXXX	Continuation of project implementation - Kronos	<u>19,975 *estimated</u>
<u>Financial Management System</u>	423.032.430.XXXX	Continuation of project implementation - Financial Management System	<u>600 *estimated</u>

Approved by County Executive:



Signature

3/7/18  
Date

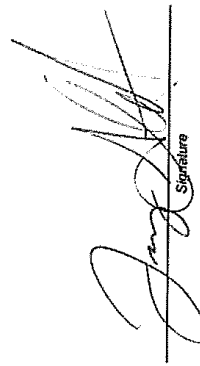
These are the available funds at this time. They may be changed for any audit or adjusting entries.

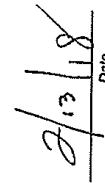
3/7/2018

**EDUCATION, CULTURE, & RECREATION DIVISION  
2017 TO 2018 CARRYOVER FUNDS**

<u>DEPARTMENT</u>	<u>ACCOUNT #</u>	<u>PURPOSE</u>	<u>AMOUNT REQUESTED</u>
<u>Parks</u>			
Outlay - Other (\$5,000+)	100.062.091.001.6110.100	Storage building - Barkhausen	50,000
Outlay - Other (\$5,000+)	100.062.092.001.6110.100	Roof replacement - Reforestation Camp	13,000
Outlay - Other (\$5,000+)	100.062.094.001.6110.100	Roof replacement - Pamperin	29,500
Outlay - Equipment (\$5,000+)	100.062.001.6110.020	Forestry cutter	80,000
			<u>172,500</u>
<u>NEW Zoo Donations</u>			
All Accounts	641.057.001.XXXX	Unspent donations	<u>137,655 *estimated</u>
<u>Veteran's Memorial Camp Capital Project</u>			
	412.062.XXXX	Continuation of project implementation	<u>722,027 *estimated</u>

Approved by County Executive:

  
Signature

  
Date

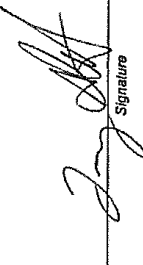
These are the available funds at this time. They may be changed for any audit or adjusting entries.

2/13/2018

HEALTH & HUMAN SERVICES DIVISION  
2017 TO 2018 CARRYOVER FUNDS

DEPARTMENT	ACCOUNT #	PURPOSE	AMOUNT REQUESTED
Veterans Service Office Veteran's Support Services	100.084.001.5370	Funds earmarked for assistance to needy veterans	11,533
Managed Services Capital Project	426.076.XXXX	Continuation of project implementation - Avatar	35,090 *estimated

Approved by County Executive:

  
Signature

2/22/18  
Date

10.

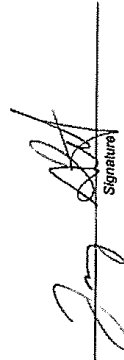
These are the available funds at this time. They may be changed for any audit or adjusting entries.

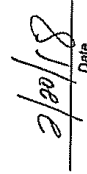
2/22/2018

**PLANNING, DEVELOPMENT AND TRANSPORTATION  
2017 TO 2018 CARRYOVER FUNDS**

<u>DEPARTMENT</u>	<u>ACCOUNT #</u>	<u>PURPOSE</u>	<u>Revenue</u>	<u>Expense</u>	<u>AMOUNT REQUESTED</u>
<u>Facility Management</u>					
Repairs and Maintenance Building	100.054.038.5307.300	Health Department move - 2016 funding		97,000	97,000
Repairs and Maintenance Building	100.054.038.5307.300	Health Department move - 2017 funding		260,000	260,000
Repairs and Maintenance Building	100.054.038.5307.300	Child Support interview rooms		13,000	13,000
					<u>370,000</u>
<u>Airport</u>					
Outlay	610.030.001.6110	Plow truck arriving 2018		127,000	127,000
Outlay Contra	610.030.001.6110.900			(127,000)	(127,000)
<u>Port</u>					
Professional Services	650.078.001.5708	Renard Island end use plans		10,000	10,000
<u>Highway Capital Projects</u>					
	various	Continuation of highway projects			<u>546,377</u> *estimated
<u>Building Upgrade Projects</u>					
	410.054.XXXX	Continuation of project implementation			<u>165,531</u> *estimated
<u>Brown County Research &amp; Business Park</u>					
STEM Innovation Center	460.066.001.XXXX	Continuation of project implementation			<u>453,833</u> *estimated
Environmental Impact Fees	460.066.055.XXXX	Continuation of project implementation			<u>23,852</u> *estimated
					<u>477,685</u>
<u>Land Information &amp; Tax Collection</u>					
	461.066.001.XXXX	Continuation of project implementation			<u>313,664</u> *estimated

Approved by County Executive:

 Signature


 Date

101 These are the available funds at this time. They may be changed for any audit or adjusting entries.

2/20/2018

PUBLIC SAFETY DIVISION  
2017 TO 2018 CARRYOVER FUNDS

DEPARTMENT	ACCOUNT #	PURPOSE	AMOUNT REQUESTED
<u>Emerg Communications Upgrade Capital Project</u>	431.013.XXXX	Continuation of project implementation	297,246 *estimated

Approved by County Executive:  2/27/18  
Signature Date

101 These are the available funds at this time. They may be changed for any audit or adjusting entries.

2/27/2018

**No. 10j -- AN ORDINANCE TO AMEND SECTION 3.25 (COUNTY VEHICLE I.D. MARKINGS) OF CHAPTER 3 OF THE BROWN COUNTY CODE OF ORDINANCES.**

A motion was made by Supervisor Schadewald and seconded by Supervisor Landwehr “**to refer back to the Executive Committee.**” Voice vote taken. Motion carried.

**No. 10k -- AN ORDINANCE TO AMEND SUBSECTIONS 2.13(4)(h) AND (i), AND (5)(a) AND (f), OF CHAPTER 2 OF THE BROWN COUNTY CODE OF ORDINANCES**

A motion was made by Vice Chair Lund and seconded by Supervisor Zima “**to receive and place on file.**” Voice vote taken. Motion carried unanimously with no abstentions.

**Executive Committee and Human Services Committee**

**No. 10l -- RESOLUTION REGARDING A TABLE OF ORGANIZATION CHANGE IN THE HEALTH AND HUMAN SERVICES DEPARTMENT – COMMUNITY SERVICES DIVISION.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, the Health and Human Services Department - Community Services Division (“Department”) has requested that a Treatment Court Case Manager Position (“Position”) be created and added to their 2018 table of organization; and

**WHEREAS**, the Position (position description attached) is needed to facilitate a new service offered through the Brown County Treatment Court System, and is intended to assist fourth time to eighth time Operating While Intoxicated (OWI) offenders break the cycle of abusive drinking and driving, and to reduce the recidivism rate among these repeat OWI offenders.

**NOW, THEREFORE, BE IT RESOLVED** by the Brown County Board of Supervisors that the creation and addition of (1.00) FTE Treatment Court Case Manager position in the Health and Human Services Department - Community Services table of organization is hereby approved, as described in the attached Position Description, and as indicated below in the Budget Impact section of this Resolution.

Budget Impact:  
Health and Human Services



Annualized Budget Impact	Annual Hours	FTE	Addition/Deletion	Salary	Fringe	Total
Treatment Court Case Manager	1,950	1.00	Addition	\$40,950	\$ 16,060	\$57,010
Annualized Budget Impact						\$57,010

Partial Budget Impact	Annual Hours	FTE	Addition/Deletion	Salary	Fringe	Total
Treatment Court Case Manager	1,950	1.00	Addition	\$32,288	\$12,662	\$44,950
Partial Budget Impact						\$44,950

Respectfully submitted,  
HEALTH & HUMAN SERVICES  
COMMITTEE  
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 03/26/2018

Authored by Human Resources

Approved by Corporation Counsel

*Fiscal Note: This resolution does not require an appropriation from the General Fund. Expenses were budgeted in 2018 under Drug Court Contract Services.*

A motion was made by Supervisor Hoyer and seconded by Supervisor Schadewald **“to adopt.”**  
Voice vote taken. Motion carried unanimously with no abstentions.

## **ATTACHMENTS TO RESOLUTION #10L**

## **ON THE FOLLOWING PAGES**

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET  
P.O. BOX 23600  
GREEN BAY, WI 54305-3600



KATHRYN ROELLICH

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: [www.co.brown.wi.us](http://www.co.brown.wi.us)

DIRECTOR

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** February 20<sup>th</sup>, 2018  
**REQUEST TO:** Human Services Committee and Executive Committee  
**MEETING DATE:** February 28<sup>th</sup>, 2018, March 12, 2018  
**REQUEST FROM:** Erik Pritzl  
Health & Human Services Executive Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution regarding a table of organization change in Health and Human Services-Community Services Division

**ISSUE/BACKGROUND INFORMATION:**

The Brown County Treatment Court System is looking to add an Operating While Intoxicated (OWI) treatment Court to address the challenges posed by 4x plus offenders that have a Breath Alcohol content of 0.20 plus. These repeat offenders pose a risk to community safety and diversion of these individuals away from alcohol and impaired driving behavior is needed to maintain community safety and to break the cycle of abusive drinking and driving. This position and treatment development is supported by the Brown County Criminal Justice Coordinating Committee. Fourth time to eighth time offenders currently are not impacted by existing criminal justice interventions and consequences, this effort being intended to break that cycle.

**ACTION REQUESTED:**

Creation and addition of a 1.00 FTE Treatment Court Case Manager to the Brown County Health and Human Services-Community Services Division table of organization.

**FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact? \$57,010
  - b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
  - c. Is it currently budgeted? ☒ Yes ☐ No
    1. If yes, in which account? 201.076.170.175.5100 (Drug Court Contract Services)
    2. If no, how will the impact be funded?

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

10L

**BROWN COUNTY  
POSITION DESCRIPTION**

**POSITION TITLE:** SOCIAL WORKER/CASE MANAGER (TREATMENT COURT)  
**REPORTS TO:** AODA SERVICES SUPERVISOR  
**DEPARTMENT:** HUMAN SERVICES/COMMUNITY TREATMENT CENTER

**JOB SUMMARY:**

Provides treatment court services, including intake, assessment, case management, and direct services to drug court participants/prospective participants who have mental health and/or substance use issues (when co-occurring). Services provided will be under the guidance of the treatment court team and directed by the Behavioral Health Supervisor.

**ESSENTIAL DUTIES:**

Provides support to treatment court participants and families in crisis or stress situations.

Develops, implements and updates treatment court service plans under the guidance of the Drug court coordinator and/or Behavioral Health Supervisor, within the context of the treatment court system in meeting the mental health and/or substance abuse needs of the participant.

Serves as a link to community resources and support systems, this role being primarily referring and accessing existing community resources.

Provides assistance through individual contacts to improve treatment court participant problem solving abilities.

Provides assistance to clients in finding and maintaining housing arrangements.

Works within a treatment court team, actively communicating on client needs and problem solving solutions cooperatively.

Interviews and screens individuals referred for appropriateness of admission to the treatment court program.

Provides primary case management for treatment court participants, including assessment, treatment planning, monitoring, and referring for services and evaluation.

Demonstrates an understanding of mental illness, substance abuse and veterans issues, working with team members and providers to address the issues.

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Serves as liaison with participants, families, referral sources, community agents, 3<sup>rd</sup> party payers and others regarding services as needed; obtains and provides accurate and timely reports of participant status, progress and needs.

Monitors treatment court admission and discharge through collaboration with participants, their networks, other department staff and resources as needed, to secure access to necessary living arrangements and other care needs.

Participates in admission and discharge planning with staff from the Brown County Community Treatment Center Nicolet Psychiatric Hospital and other inpatient units as needed.

Engage treatment court participants in recovery based processes.

Maintain regular contact with participants, including at their home, job, and community service locations as assigned or as appropriate.

Monitors program participant compliance, prepares progress summaries, making recommendations to address rule violations or adverse behavioral choices, attending and facilitating weekly treatment court team meetings and hearings.

Completes service authorizations for purchase of services appropriate to participant situation, utilizing available funding, consistent with the treatment court plan, within the limits of the available funding.

Reports any changes in treatment court participant's condition to appropriate staff, supervisors and to the court.

Monitor treatment court participant compliance with program as needed/necessary, and taking necessary actions in accordance with program guidelines.

Utilize monitoring systems to track and/or test treatment court participants, via GPS, SCRAM and breathalyzers.

Demonstrate familiarity with treatment court key components, policies and procedures.

Maintain accurate and timely documentation in accordance with all relevant codes, policies and standards.

Participates in weekly treatment court team meetings.

Attends and participates in the Community Treatment Program and department staff meetings, as needed.

Attends in-services and other trainings as appropriate.

Maintains the confidentiality of client and business related information.

Complies with Human Services/Community Treatment Center policies.

Complies with all relevant local, state and federal laws governing consumers/participants and the rendering of services.

Assist in program development and implementation.

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Completes monthly logging/billing forms in respect of each participant.

Maintains and enters data for the treatment courts into relevant systems.

Prepares and presents data and program performance reports to appropriate oversight committees as directed by supervisor.

**NON-ESSENTIAL DUTIES**

Performs related functions as assigned.

**MATERIALS AND EQUIPEMENT USED:**

General office equipment

Personal computer

**MINIMUM QUALIFICATIONS REQUIRED:**

**Education and Experience:**

Bachelor's Degree in Social Work or related Human Services Field. One year or more experience within the last 5 years working with persons with mental illness and/or substance use issues preferred.

Familiarity with veteran's services also preferred.

**Licenses and Certifications:**

Valid Wisconsin Driver's license

Wisconsin Social Worker Certification/AODA Counselor preferred

**Knowledge, Skills and Abilities:**

Knowledge of casework principles and methods, social systems, family dynamics, group and individual behavior.

Knowledge of dynamics involved in community and institutional care for persons with mental illness and co-occurring disorders.

Knowledge of veteran's service and post service challenges, and resources available to veterans.

Knowledge of professional interviewing and principles and techniques.

Knowledge of community resources and utilization.

Knowledge of chapter 51 and related court procedures.

Ability to maintain records and reports accurately.

Ability to assess problem situations, specifically in the areas of mental health, AODA and associate need for services.

Ability to use authority constructively

Ability to plan and organize work, and to make effective use of time.

Ability to communicate effectively orally and in writing.

Ability to work the required hours of the position.

**PHYSICAL DEMANDS OF THE POSITION:**

Lifting 20lbs maximum, with occasional lifting and/or carrying of objects weighing up to 10lbs.

Intermittent standing, walking, sitting and occasional driving.

Using hand(s)/feet for repetitive single grasping, fine manipulation, pushing, pulling and operating controls.

Occasional bending, twisting, squatting, climbing, reaching and grappling.

Distinguishing sounds at various frequencies and volumes.

Distinguishing people or objects at varied distances under a variety of lighting conditions.

This position description should not be interpreted as all- inclusive. It is intended to identify the major responsibilities and requirements of the job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this description.

Reviewed: 9/18/15

**No. 10m -- RESOLUTION REGARDING A TABLE OF ORGANIZATION CHANGE IN THE VETERANS SERVICE DEPARTMENT CLERK/TYPIST I POSITION.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, the Veterans' Services Department ("Department") table of organization currently includes a 1.00 FTE Clerk/Typist I position ("Position"); and

**WHEREAS**, the Department has determined it is desirable to split said Position into two "job share" positions in order to better accommodate departmental needs; and

**WHEREAS**, specifically, the Department requests: 1) to delete the 1.00 FTE Clerk/Typist I position; 2) to create and add a 0.60 FTE Clerk/Typist I position; and 3) to create and add a 0.40 FTE Clerk/Typist I position.

**NOW, THEREFORE, BE IT RESOLVED** by the Brown County Board of Supervisors that the changes requested above to the Veterans' Services Department table of organization are hereby approved, including that: 1) the (1.00) FTE Clerk/Typist I position is hereby deleted; 2) a 0.60 FTE Clerk/Typist I position is hereby created and added; and 3) a 0.40 FTE Clerk/Typist I position is hereby created and added.

Budget Impact:

Veterans Services

Annualized Budget Impact	Annual Hours	FTE	Addition/D eletion	Salary	Fringe	Total
Clerk/Typist I	1,958	(1.00)	Deletion	(\$31,935)	(\$14,710)	(\$46,645)
Clerk/Typist I	1,175	0.60	Addition	\$19,161	\$ 8,845	\$28,006
Clerk/Typist I	783	0.40	Addition	\$12,774	\$ 1,870	\$14,644
Annualized Budget Impact						(\$ 3,995)

Partial Budget Impact	Annual Hours	FTE	Addition/D eletion	Salary	Fringe	Total
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Clerk/Typist I	1,958	(1.00)	Deletion	(\$23,951)	(\$11,033)	(\$34,984)
Clerk/Typist I	1,175	0.60	Addition	\$14,371	\$ 6,634	\$21,005
Clerk/Typist I	783	0.40	Addition	\$ 9,581	\$ 1,402	\$10,983
Partial Budget Impact (9 months)						(\$ 2,996)

Respectfully submitted,

HUMAN SERVICES COMMITTEE

EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 03/26/2018

Authored by Human Resources

Approved by Corporation Counsel

*Fiscal Note: This resolution does not require an appropriation from the General Fund.*

A motion was made by Vice Chair Lund and seconded by Supervisor Brusky **“to adopt.”** Voice vote taken. Motion carried unanimously with no abstentions.

## **ATTACHMENT TO RESOLUTION #10M**

### **ON THE FOLLOWING PAGE**



HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET  
P.O. BOX 23600  
GREEN BAY, WI 54305-3600



Kathryn Roellich

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: [www.co.brown.wi.us](http://www.co.brown.wi.us)

Human Resources Director

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: February 12, 2018  
REQUEST TO: Human Services Committee; and Executive Committee  
MEETING DATE: February 28, 2018; and March 12, 2018  
REQUEST FROM: Kathryn Roellich  
Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Regarding a Table of Organization Change in the Veterans Services Department  
– Clerk/Typist I

**ISSUE/BACKGROUND INFORMATION:**

The Department has requested that the Clerk/Typist I position be split into two "Job Share" positions to better accommodate departmental needs.

**ACTION REQUESTED:**

- Delete (1.00) FTE Clerk/Typist I position
- Add 0.60 FTE Clerk/Typist I position
- Add 0.40 FTE Clerk/Typist I position

**FISCAL IMPACT:**

*NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact? (\$2,996) Partial Year/(\$3,995) Annualized Savings
  - b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
  - c. Is it currently budgeted? ☒ Yes ☐ No
    1. If yes, in which account? 100.084.001
    2. If no, how will the impact be funded? \_\_\_\_\_

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

lrm

**Executive Committee and Special Planning, Development & Transportation Committee**

**No. 10n -- RESOLUTION REGARDING A CHANGE IN THE PORT AND RESOURCE RECOVERY TABLE OF ORGANIZATION.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, the Human Resources Department is currently conducting a Classification and Compensation Study; and

**WHEREAS**, certain positions have been identified as being “below market” in the existing pay structure; and

**WHEREAS**, a New Position or Position Deletion Request was submitted by the Port and Resource Recovery Department (“Department”); and

**WHEREAS**, the Port and Resource Recovery Department has recruited for a vacant 1.00 FTE Resource Recovery Technician and received multiple highly qualified candidates; and

**WHEREAS**, candidates who have relevant experience are commanding higher starting salaries within the range but are prevented from receiving a competitive offer due to budget constraints; and

**WHEREAS**, the Department is requesting an increase in the budgeted pay rate for the vacant position; and

**WHEREAS**, in addition, the Department is requesting an increase in the pay rate for the second 1.00 FTE Resource Recovery position in their 2018 table of organization to eliminate potential internal equity concerns; and

**NOW, THEREFORE, BE IT RESOLVED** by the Brown County Board of Supervisors that the Port and Resource Recovery table of organization be changed by deleting 2.00 FTE Resource Technicians (pay grade 12) and adding 2.00 FTE Resource Recovery Technicians (pay grade 12) at the maximum pay rate within the assigned pay grade.

Partial Budget Impact:

Port and Resources Recovery

Partial Year Budget Impact	Annual Hours	FTE	Addition/Deletion	Salary	Fringe	Total
Resource Technician @ \$25.54/hour	2,080	(1.00)	Deletion	(\$41,885)	(\$14,102)	(\$55,987)
Resource Technician @ \$26.82/hour	2,080	(1.00)	Deletion	(\$43,985)	(\$14,416)	(\$58,401)
Resource Technician @ \$29.25/hour	4,160	2.00	Addition	\$95,940	\$30,028	\$125,968
Partial Year Budget Impact						\$11,580

Annual Budget Impact:

Annualized Budget Impact	Annual Hours	FTE	Addition/Deletion	Salary	Fringe	Total
Resource Technician @ \$25.54/hour	2,080	(1.00)	Deletion	(\$53,123)	(\$17,885)	(\$71,008)
Resource Technician @ \$26.82/hour	2,080	(1.00)	Deletion	(\$55,786)	(\$18,284)	(\$74,070)
Resource Technician @ \$29.25/hour	4,160	2.00	Addition	\$121,680	\$38,084	\$159,764
Annualized Budget Impact						\$14,686

Respectfully submitted,

PLANNING, DEVELOPMENT &  
TRANSPORTATION COMMITTEE  
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 03/26/2018

Authored by Human Resources

Approved by Corporation Counsel

*Fiscal Note: This resolution does not require an appropriation from the General Fund. The increased expense will be covered within the Port & Resource Recovery existing budget.*

A motion was made by Supervisor Erickson and seconded by Supervisor Kneiszel **“to adopt.”**  
Voice vote taken. Motion carried unanimously with no abstentions.

**ATTACHMENT TO RESOLUTION #10N**

**ON THE FOLLOWING PAGE**

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET  
P.O. BOX 23600  
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: [www.co.brown.wi.us](http://www.co.brown.wi.us)

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** March 5, 2018  
**REQUEST TO:** Executive Committee; Planning, Development & Transportation  
**MEETING DATE:** March 12, 2018; March 21, 2018 (Special)  
**REQUEST FROM:** Dean Haen  
Director of Port and Resource Recovery  
**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance  
**TITLE:** RESOLUTION REGARDING A CHANGE IN THE PORT AND RESOURCE RECOVERY  
TABLE OF ORGANIZATION

**ISSUE/BACKGROUND INFORMATION:**

Port & Resource Recovery Department has two (2) Technician positions. The 15 year employee is retiring. Brown County has received highly qualified applicants. In order to hire the best candidate the Department desires to offer a higher wage within the existing 2015 wage scale. Additionally, the Department desires to increase the Technician wage of the other existing Technician with 10 years of County employment. For additional information the Technician position was not changed as part of the 2012 Table of Organization changes. As an enterprise fund, the Department has the financial resources to cover the expense.

**ACTION REQUESTED:**

Delete 2.00 FTE Resource Recovery Technicians at budgeted rate and add 2.00 FTE Resource Recovery Technicians at pay range max.

**FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact? \$14,686
  - b. If part of a bigger project, what is the total amount of the project?
  - c. Is it currently budgeted? ☒ Yes ☐ No
    1. If yes, in which account? 655.079.001.5100
    2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

10n

**Human Services Committee**

**No. 10o -- RESOLUTION INCREASING THE SIZE OF THE BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, the Brown County Children with Disabilities Education Board ("BCCDEB") currently consists of five members; and

**WHEREAS**, it is desirous to increase the size of the BCCDEB from five members to seven members, and to add one liaison non-voting member to the organizational structure of the BCCDEB; and

**WHEREAS**, pursuant to Wis. Stats. Sec. 115.817(3)(a), regarding the organization of a Children with Disabilities Education Board, "*The board shall consist of 3 or more persons, as determined by the county board of supervisors. . . Board members shall receive compensation and reimbursement for mileage in an amount fixed by the county board of supervisors, but not more than that of county board members.*"

**NOW, THEREFORE, BE IT RESOLVED** by the Brown County Board of Supervisors that the size of the Brown County Children with Disabilities Education Board is hereby increased from five members to seven members, and that one liaison non-voting member position is hereby created and added to the organizational structure of the Brown County Children with Disabilities Education Board.

Respectfully submitted,

HUMAN SERVICES COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 03/26/2018

Authored by: Corporation Counsel

Approved by: Corporation Counsel

*Fiscal Note: This resolution does not require an appropriation from the General Fund.*

A motion was made by Supervisor Clancy and seconded by Supervisor Schadewald "**to adopt.**" Voice vote taken. Motion carried unanimously with no abstentions.

**ATTACHMENT TO RESOLUTION #100**

## ON THE FOLLOWING PAGE

CORPORATION COUNSEL

*Brown County*

305 EAST WALNUT STREET  
P.O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600



**David P. Hemery**  
Corporation Counsel

PHONE: (920) 448-4006  
FAX: (920) 448-4003  
EMAIL: [David.Hemery@co.brown.wi.us](mailto:David.Hemery@co.brown.wi.us)

November 11, 2017

### RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: February 22<sup>nd</sup>, 2018  
REQUEST TO: Human Services Committee  
MEETING DATE: February 28<sup>th</sup>, 2018  
REQUEST FROM: Dave Hemery, Corp Counsel, at the request of the Human Services Committee (From the 01-24-2018 Human Services Committee Meeting)  
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION INCREASING THE SIZE OF THE BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD (BCCDEB)

#### ISSUE/BACKGROUND INFORMATION:

From the 01-24-2018 Human Services Committee Meeting Minutes: Syble Hopp School Administrator Kim Pahlow addressed the Committee. She noted currently they have five board members and they would like to add two more. They had a vacancy on the board for a while and that created a situation where they were short sometimes. In addition, they feel seven voices and some diversity would be good because there are a lot of things going on. They would like to have a board of seven along with a non-voting member who would be a County Board liaison.

#### ACTION REQUESTED:

To increase the size of the BCCDEB from five members to seven members, and to add one liaison non-voting member to the organizational structure of the BCCDEB

#### FISCAL IMPACT:

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
  - a. If yes, what is the amount of the impact?
  - b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
  - c. Is it currently budgeted? ☐ Yes ☐ No
    1. If yes, in which account?
    2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

100

**Planning, Development & Transportation Committee**

**No. 10p -- AN ORDINANCE TO AMEND SCHEDULE A OF SECTION 340.0003 OF CHAPTER 340 OF THE BROWN COUNTY CODE OF ORDINANCES.**

THE BROWN COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

**Section 1** - Schedule A of Section 340.0003 of Chapter 340 is hereby amended as follows:

**County Trunk Highway “K”, Town of Scott:**

Forty-five miles per hour, from the intersection of State Trunk Highway 57; thence easterly to the intersection of North Holland Road.

Thirty-five miles per hour from the intersection of CTH “A” (Nicolet Drive) to a point 0.25 of a mile east of CTH “A”.

**Section 2** - This ordinance shall become effective upon passage and publication pursuant to law.

Respectfully submitted,

PLANNING, DEVELOPMENT &  
TRANSPORTATION COMMITTEE

Approved By:

/s/ Troy Streckenbach                      03/26/2018  
COUNTY EXECUTIVE                      (Date)

/s/ Sandra L. Juno                      03/26/2018  
COUNTY CLERK                      (Date)

/s/ Patrick W. Moynihan, Jr.              03/21/2018  
COUNTY BOARD CHAIR              (Date)

Authored by: Public Works - Highway Division

Approved by: Corporation Counsel

*Fiscal Impact: This amendment does not require an appropriation from the General Fund. This work will be funded from the 2018 sign installation budget under the Highway Division of Public Works.*

A motion was made by Supervisor Dantine and seconded by Supervisor Campbell **“to adopt.”** Voice vote taken. Motion carried unanimously with no abstentions.

**ATTACHMENTS TO ORDINANCE #10P**  
**ON THE FOLLOWING PAGES**



PUBLIC WORKS DEPARTMENT

*Brown County*

2198 GLENDALE AVENUE  
GREEN BAY, WI 54303

PHONE (920) 662-2160 FAX (920) 434-4576  
EMAIL: bc\_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.  
DIRECTOR

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** 1/25/18  
**REQUEST TO:** Planning, Development & Transportation  
**MEETING DATE:** 02-26-2017  
**REQUEST FROM:** Paul Fontecchio  
Director

**REQUEST TYPE:** ☐ New resolution ☐ Revision to resolution  
☐ New ordinance ☒ Revision to ordinance

**TITLE:** Ordinance Dealing with the Revision of Speed Zone on CTH K, Town of Scott

**ISSUE/BACKGROUND INFORMATION:**

Ensure the safety of the traveling public of Brown County. See attached Speed Study

**ACTION REQUESTED:**

Recommend the PD&T Committee approve the Ordinance and forward on to the County Board of Supervisors for approval and implementation.

**FISCAL IMPACT:**

NOTE: *This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

1. Is there a fiscal impact? ☐ Yes ☒ No
- a. If yes, what is the amount of the impact? \$250.00 – PWD Sign Installation
- b. If part of a bigger project, what is the total amount of the project? \$\_\_\_\_\_
- c. Is it currently budgeted? ☒ Yes ☐ No
1. If yes, in which account? 660.044.001.5000.550
2. If no, how will the impact be funded? \_\_\_\_\_

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

10p

PUBLIC WORKS DEPARTMENT

*Brown County*

2198 GLENDALE AVENUE  
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576  
EMAIL: bc\_highway@co.brown.wi.us



PAUL A. FONTECCHIO, P.E.  
DIRECTOR

## **SPEED STUDY FOR CTH K CTH A TO 170 FT EAST OF SHORE CREST TRAIL**

### **Background Information**

From the Wisconsin Transportation Bulletin No. 21:

*"The state has set speed limits for all roads. However, municipalities can change speed limits for their roads under authority and guidelines in the Wisconsin Statutes."*

*"Power to set speed limits rests with the state. Local or state officials have authority to change these limits within the limitations in Chapter 349.11 (see Table 1). They must conduct an engineering and traffic investigation to determine a reasonable and safe speed limit. The limit must then be legally adopted by the local authority and appropriate signs erected."*

*"Engineering studies should include the following:"*

- 85<sup>th</sup> Percentile Speed
- Reported Accidents
- Development / Driveway Access
- Sight Distances
- Road Geometrics
- Parking and Pedestrian/Bicycle Conflicts
- Pavement Surface
- Enforcement Level

### **Current Roadway**

The portion of CTH K from CTH A (Nicolet Drive) to 170 feet east of Shore Crest Trail is 0.25 miles long and classified as a rural minor collector. The existing roadway is an asphalt rural cross section, with two 12-foot lanes and 3-foot shoulders (2 feet of which is paved). This portion of roadway was resurfaced in 2004 and has a Wisconsin Information System for Local Roads (WISLR) pavement rating of 6 in 2017. The WISLR pavement rating scale goes from 1 through 10, with 10 being newly placed pavement. The existing speed limit is 55 mph, and has an average annual daily traffic of 450 vehicles.

A Brown County Supervisor, on behalf of the Town of Scott, has requested that the speed limit be reduced from 55 mph to 35 mph in this section of roadway.

### **85<sup>th</sup> Percentile Speed**

*The "Wisconsin Statewide Speed Management Guidelines" also states that "85<sup>th</sup> percentile speed is the speed at or below which 85 percent of the observed traffic travels. The 85<sup>th</sup> percentile speed has been found to best represent the "reasonable" and "proper" speed perceived by motorists and is a key characteristic of traffic conforming to a "safe" and "reasonable" speed limit. While 15 percent of the observed motorist travel above the perceived "reasonable" and "proper" speed, studies have shown that this group of motorists causes many of the vehicle crashes along roadways. This is also the group at which enforcement action is most effectively targeted. Studies have also indicated that the lowest risk of being involved in a crash occurs when motorists travel at approximately the 85<sup>th</sup> percentile speed."*

The speed data was collected on December 28, 2017 between 1:00 pm and 3:00 pm, from the north side of the intersection of CTH K and Shore Crest Trail. The 85<sup>th</sup> percentile speed was 43 mph and the 50<sup>th</sup> percentile speed was 36 mph.

The traffic speeds observed along this section of CTH K warrant lowering the speed limit.

### **Reported Accidents**

Between 2012 and 2016 there have been 2 accidents on CTH K between CTH A and Shore Crest Trail. Both were failure to stop at the CTH A and CTH K intersection.

Speed was not a contributing factor in these accidents.

### **Development / Driveway Access**

The property along CTH K is zoned R-1 residential.

In this stretch of roadway (1,300 feet) the average space between houses are less than 200 feet.

This section of CTH K is considered a semi-urban district, which is outside the corporate limits of a City or Town with the average spacing of the buildings less than 200 feet.

The recommended speed limit for a semi-urban district is 35 mph (see attached table 1).

The dense residential nature of this section of road is considered a significant secondary roadway attribute which supports lowering the speed limit, and 35 mph matches the recommended speed for a semi-urban district.

### **Road Geometrics/Sight Distance**

The roadway was not evaluated for sight distance due to the straight and fairly flat nature of the road.

There is a stop sign on CTH K at the "T" intersection of CTH A and CTH K, and two closely spaced side roads that necessitate slowing vehicles. When the speeds were observed in this section of CTH K, about 31% of the vehicles were turning onto the side streets.

The stop sign and side roads contribute significantly to the physical reduction of speeds in this section of CTH K, which supports reducing the speed limit to 35 mph.

**Parking and Pedestrian/Bicycle Conflicts**

The current road typical section does not accommodate parking or pedestrian/bicycle traffic.

**Enforcement Level**

The existing enforcement level is complaint based.

**Recommendation**

Brown County Public Works recommends reducing the speed limit from 55 mph to 35 mph on CTH K from CTH A (Nicolet Drive) to 170 feet east of Shore Crest Trail. The remainder of CTH K to STH 57 should remain posted at 55 mph at this time.

The recommendation is based on the semi-urban district designation of the roadway, the dense residential nature of this section of roadway, and the close proximity to the stop sign at CTH A.

**Table 1**  
**Speed Limits and Authority to Change**

Fixed Limits – Statute 346.57(4) <sup>(a)</sup>	Local Government Authority <sup>(b)</sup> – Statute 349.11(3) and (7) <sup>(a)</sup>
65 mph – Freeway / Expressway	WisDOT only.
55 mph – State Trunk Highways (STHs)	WisDOT only.
55 mph – County Trunk Highways (CTHs), town roads	Lower the speed limit by 10 MPH or less.
45 mph – Rustic roads	Lower the speed limit by 15 MPH or less.
35 mph – Town road (1,000' min) with 150' driveway spacing	Lower the speed limit by 10 MPH or less.
25 mph – Inside corporate limits of a city or village (other than outlying district)	Raise the speed limit to 55 mph or less. Lower the speed limit by 10 mph or less.
35 mph – Outlying district <sup>(c)</sup> within city or village limits	Raise the speed limit to 55 mph or less. Lower the speed limit by 10 mph or less.
35 mph – Semi-urban district <sup>(d)</sup> outside corporate limits of a city or village	Raise the speed limit to 55 mph or less. Lower the speed limit by 10 mph or less.
15 mph – School zone, when conditions are met	Raise the speed limit to that of the roadway. Lower the speed limit by 10 MPH or less.
15 mph – School crossing, when conditions are met	Raise the speed limit to that of the adjacent street. Lower the speed limit by 10 MPH or less.
15 mph – Pedestrian safety zone with public transit vehicle stopped	No changes permitted.
15 mph – Alley	Lower by 10 MPH or less.
15 mph – Street or town road adjacent to a public park	Lower by 10 MPH or less.
Construction or maintenance zones, as appropriate <sup>(e)</sup>	State and local agencies have authority to establish.

Notes:

- (a) Source: Updated 2007-2008 Wisconsin Statutes Database
- (b) All speed limit changes **shall** be based on a traffic engineering study, including modifications allowed under State Statute. Local governments can implement speed limit changes on the local road system without WisDOT approval when proposals are within the constraints identified above.
- (c) Per Statute 346.57(1)(ar) "outlying district" is an area contiguous to any highway within the corporate limits of a city or village where on each side of the highway within any 1,000 feet buildings are spaced on average more than 200 feet apart.
- (d) Per Statute 346.57(1)(b) "semiurban district" is an area contiguous to any highway where on either or both sides of the highway within any 1,000 feet buildings are spaced on average not more than 200 feet apart.
- (e) Guidance on establishing speed limits in work zones is available in [http://dotnet/dtid\\_bho/extranet/manuals/tgm/13/13-05-06.pdf](http://dotnet/dtid_bho/extranet/manuals/tgm/13/13-05-06.pdf).

Modified from original found in WisDOT Traffic Guidelines Manual, Chapter 13-5-1, Figure 1, June 2009.

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# SPEED STUDY LOCATION MAP

CTH K From CTH A TO 170 Feet East of Shore Crest Trail

## LEGEND

35 MPH



55 MPH



10 p

**No. 11 -- CLOSED SESSION - None.**

**No. 12 -- SUCH OTHER MATTERS AS AUTHORIZED BY LAW.**

**No. 13 -- BILLS OVER \$5,000 FOR PERIOD ENDING FEBRUARY 28, 2018.**

A motion was made by Supervisor Clancy and seconded by Supervisor Hoyer **“to pay the bills for the period ending February 28, 2018.”** Voice vote taken. Motion carried unanimously.

**No. 14 -- CLOSING ROLL CALL**

Present: De Wane, Nicholson, Hoyer, Gruszynski, Lefebvre, Erickson, Zima, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Clancy, Campbell, Moynihan, Schadewald, Lund.

Excused: Becker, Sieber

Total Present: 23      Total Excused: 2

**No. 15 -- ADJOURNMENT TO TUESDAY, APRIL 17, 2018 AT 9:30 A.M., LEGISLATIVE ROOM 203, 100 N. JEFFERSON ST., GREEN BAY, WISCONSIN.**

A motion was made by Supervisor Clancy and seconded by Supervisor Dantine **“to adjourn to the above date and time.”** Voice vote taken. Motion carried unanimously.

Meeting Adjourned at 9:14pm

/s/ Sandra L. Juno  
SANDRA L. JUNO  
Brown County Clerk